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The Commonwealth of Massachusetts: Auditor's dept.

DEPARTMENT OF THE AUDITOR

ANNUAL REPORT

FOR THE

FISCAL YEAR ENDING JUNE 30, 1960



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STATE AUDITOR

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DEPARTMENT OF THE AUDITOR

ANNUAL REPORT

For the

FISCAL YEAR ENDING JUNE 30, 1960

STATE AGENCY AUDITS

I have the honor to submit the Annual Report of the Department of the Auditor for the fiscal year, July 1, 1959 to June 30, 1960.

Section 12 of Chapter 11 of the General Laws defines the duties of the Department of the State Auditor.

"SECTION 12. The department of the state auditor shall annually make a careful audit of the accounts of all departments, offices, commissions, institutions and activities of the commonwealth, including those of the income tax division of the department of corporations and taxation, and for said purpose the authorized officers and employees of said department of the state auditor shall have access to such accounts at reasonable times and said department may require the production of books, documents and vouchers, except tax returns, relating to any matter within the scope of such audit. The accounts of the last named department shall be subject at any time to such examination as the governor and council or the general court may order. Said department shall comply with any written regulations, consistent with law, relative to its duties made by the governor and council. This section shall not apply to the accounts of state officers which the director of accounts of the department of corporations and taxation is required by law to examine. The department of the state auditor shall keep no books or records except records of audits made by it, and its annual report shall relate only to such audits."

All requirements of the law relating to the duties and functions of the State Auditor have been carefully complied with for the fiscal year ended June 30, 1960.

Personnel: Mr. John M. Bailey of Lancaster was appointed Second Deputy Auditor on November 1, 1959.

Mrs. Marguerite E. Seymour of Lynn was appointed to the staff as a permanent Junior Clerk-Typist on May 2, 1960.

Special Audits: One cash audit was required during the fiscal year at the Department of Mental Health. In addition, a special audit of the accounts of the Massachusetts Port Authority was conducted, and audits of the Metropolitan Transit Authority, the Transit Mutual Insurance Company and the Nantucket Steamship Authority were also completed.

New Audits: During the fiscal year, the first audit of the following agencies was completed:

Berkshire Community College - Pittsfield
 Board of Publication of Massachusetts Reports
 Board of Registration of Electrologists
 Health, Welfare and Retirement Trust Funds Board
 Massachusetts Civil War Centennial Commission
 Massachusetts Commission on Atomic Energy
 New England Interstate Water Pollution Commission
 Personnel Appeals Board
 Springfield Recreation Authority
 Worcester Detention Center
 Youth Forestry Camp - Brewster

During the fiscal year, a total of 210 state account audits were conducted, including 194 regular audits, 11 new audits and 5 special audits.

STATE HOUSING BOARD AND LOCAL HOUSING AUTHORITIES

Audit of Housing Authorities: Chapter 682 of the Acts of 1949 provides as follows:

"SECTION 1. Section 26NN of chapter 121 of the General Laws, inserted by section 3 of chapter 200 of the acts of 1948, is hereby amended by inserting after subdivision (c) the following subdivision:--

"(d) A housing authority which sells bonds or notes to finance a project under authority of this section, or which has received funds from a city or town under authority of chapter three hundred and seventy-two of the acts of nineteen hundred and forty-six as amended, shall cause an audit to be made of its accounts annually at the close of a fiscal year by the department of the state auditor and a copy of the report of said audit shall be filed promptly with the board.

"SECTION 2. Section 8D of chapter 372 of the acts of 1946, inserted by section 4 of chapter 479 of the acts of 1947 is hereby repealed."

During the fiscal year ending June 30, 1960, the terms of the Act were fully complied with, and every active local Authority and the State Housing Board were audited and a report issued.

During the fiscal year, 95 audits were completed, including the following new audits:

Lancaster Housing Authority
 Somerset Housing Authority

AUDIT OF METROPOLITAN TRANSIT AUTHORITY AND RELATED AGENCIES

Audit of Metropolitan Transit Authority: Chapter 675 of the Acts of 1949, provides, as follows:

"Chapter 544 of the acts of 1947 is hereby amended by striking out section 12 and inserting in place thereof the following: SECTION 12. The trustees shall determine the character and extent of the services and facilities to be furnished, and in these respects their authority shall be exclusive and shall not be subject to the approval, control or direction of any state, municipal or other department, board or commission. Except as herein otherwise provided, the department shall have the same general supervision and regulation of, and jurisdiction and control over, the services and facilities of the authority as it has over street railway companies. The department of the state auditor shall annually make an audit of the accounts of the authority and make a report thereon to the trustees, the governor and council and the general court. In making said audits, said department of the state auditor may call upon the department of public utilities and other departments, commissions, officers and agencies of the commonwealth for such information as may be needed in the course of making such audits. The state auditor may employ such auditors, accountants, and other assistants as he deems necessary for carrying out his duties under this section, and chapter thirty-one of the General Laws and the rules made thereunder shall not apply to such employees."

A complete report of an audit of the accounts of the Metropolitan Transit Authority for the calendar year ending December 31, 1959, was issued on August 31, 1960. In order that our audit might be comprehensive and complete, separate examinations of the accounts of the Boston Metropolitan District and the Transit Mutual Insurance Company were also completed and reports issued.

NEW BEDFORD, WOODS HOLE, MARTHA'S VINEYARD AND
NANTUCKET STEAMSHIP AUTHORITY

Section 14 of Chapter 544 of the Acts of 1948 provides, in part, as follows:

"SECTION 14. Report--On or before the thirtieth day of January in each year, the Authority shall make an annual report of its activities for the preceding calendar year to the governor and to the general court. Each such report shall set forth a complete operating and financial statement covering its operations during the year. The Authority shall cause an audit of its books to be made at least once in each year by the state auditor, and the cost thereof may be treated as part of the operation of the project. Such audits shall be deemed to be public records within the meaning of chapter sixty-six of the General Laws."

A complete report of an audit of the accounts of the New Bedford, Woods Hole, Martha's Vineyard and Nantucket Steamship Authority for the calendar year ending December 31, 1959 was issued on July 5, 1960.

General: Individual copies of audit reports for all activities have been submitted to interested State and Municipal officials and heads of respective agencies.

Summary of Audits Completed: The following listed audits have been made since my last report to the legislature:

STATE AGENCY AUDITS

<u>Department or Institution</u>		<u>From</u>		<u>To</u>	<u>Page No.</u>
Governor and Council:					
Aeronautics Commission	June	24, 1959	Mar.	31, 1960	29
Alcoholic Beverages Control Commission	May	21, 1959	June	8, 1960	34
Armory Commission	Dec.	11, 1958	Oct.	9, 1959	10
Art Commission for the Commonwealth	Sept.	2, 1958	Aug.	10, 1959	5
Atomic Energy, Commission on	Oct.	18, 1956	June	21, 1960	34
Ballot Law Commission	Sept.	24, 1958	Aug.	13, 1959	6
Boston Arena Authority	July	1, 1958	June	30, 1959	2
Civil Defense Agency	June	1, 1959	Jan.	13, 1960	18
Commission Against Discrimination	Oct.	20, 1958	Dec.	14, 1959	18
Commission on Administration and Finance:					
Budget Bureau	Nov.	3, 1958	Oct.	29, 1959	11
Comptroller's Bureau	July	1, 1958	June	30, 1959	11
Division of Building Construction	July	1, 1958	July	6, 1959	2
Division of Hospital Costs and Finances	Oct.	20, 1958	Oct.	28, 1959	12
Division of Personnel and Standardization	Oct.	23, 1958	Oct.	19, 1959	11
Office of the Commissioner	Oct.	27, 1958	Jan.	7, 1960	11
Purchasing Bureau	Oct.	1, 1958	Nov.	4, 1959	11
Finance Advisory Board	Oct.	28, 1958	Oct.	27, 1959	12
Personnel Appeals Board	Feb.	19, 1959	Oct.	23, 1959	16
Commission on Uniform State Laws	Sept.	23, 1958	Aug.	12, 1959	6
Commissioner of Veterans' Services	Dec.	22, 1958	Sept.	8, 1959	8
Connecticut River Valley Flood Control Commission	July	1, 1958	June	30, 1959	19
Contributory Retirement Appeal Board	Sept.	29, 1958	Aug.	19, 1959	6
Council for the Aging	Oct.	24, 1958	Aug.	26, 1959	7
Flood Relief Board	Nov.	10, 1958	Sept.	4, 1959	8
Forest Fire Relief Board	Feb.	18, 1959	Jan.	6, 1960	19
Greylock Reservation Commission	June	25, 1959	June	20, 1960	35
Merrimack River Valley Flood Control Commission	June	16, 1959	June	30, 1960	19
Military Division of the Executive Department	Dec.	11, 1958	Oct.	9, 1959	10
Milk Regulation Board	Dec.	1, 1958	Oct.	13, 1959	11
Mount Greylock Tramway Authority	May	14, 1959	Apr.	6, 1960	31

<u>Department or Institution</u>	<u>From</u>		<u>To</u>		<u>Page No.</u>
Governor and Council (Cont.):					
Old State House	Oct.	1, 1958	Aug.	20, 1959	6
Outdoor Advertising Authority	Oct.	2, 1958	Sept.	1, 1959	7
Massachusetts Port Authority	As of Feb. 17, 1959				12
Public Bequest Commission	Oct.	23, 1958	Aug.	13, 1959	7
Massachusetts Rehabilitation Commission	July	14, 1958	Nov.	30, 1959	14
Soldiers' Home in Chelsea	July	7, 1958	July	20, 1959	2
Soldiers' Home in Holyoke	Dec.	18, 1958	Sept.	28, 1959	10
Special Military Reservation Commission	Dec.	11, 1958	Oct.	9, 1959	10
State Employees' Group Insurance Commission	July	23, 1958	July	23, 1959	3
State Library	Apr.	1, 1959	Jan.	5, 1960	19
State Racing Commission	Nov.	14, 1958	Dec.	21, 1959	18
State Superintendent of Buildings	Dec.	22, 1958	Sept.	16, 1959	9
Thames River Valley Flood Control Commission	June	19, 1959	June	30, 1959	19
Veterans' Bonus Commission	Jan.	22, 1959	Sept.	29, 1959	10
Weather Amendment Board	Sept.	30, 1958	Aug.	20, 1959	6
Department of the State					
Secretary	July	1, 1958	July	1, 1959	2
Board of Publication of Massachusetts Reports	July	1, 1959	Jan.	31, 1960	24
Commission on Interstate Co-operation	July	24, 1958	Aug.	27, 1959	3
Treasurer and Receiver-General	Dec.	3, 1958	Jan.	26, 1960	21
Board of Commissioners on Firemen's Relief	Sept.	25, 1958	Aug.	17, 1959	6
Emergency Finance Board	Mar.	9, 1959	Dec.	31, 1959	21
State Board of Retirement	Jan.	1, 1959	Dec.	31, 1959	34
Department of the Attorney General	Nov.	24, 1958	Jan.	28, 1960	23
Department of Agriculture	Oct.	3, 1958	Aug.	10, 1959	4
Division of Livestock Disease Control	Nov.	18, 1958	Oct.	5, 1959	11
Milk Control Commission	Sept.	3, 1958	July	23, 1959	3
Department of Banking and Insurance:					
Division of Banks	Sept.	8, 1958	Aug.	17, 1959	5
Division of Insurance	Mar.	10, 1959	Aug.	25, 1959	6
Division of Savings Bank Life Insurance	July	23, 1958	Aug.	3, 1959	5
Supervisor of Loan Agencies	Dec.	29, 1958	Sept.	30, 1959	11

<u>Department or Institution</u>			VI		<u>Page No.</u>
	<u>From</u>		<u>To</u>		
Department of Civil Service and Registration:					
Division of Civil Service	June 1, 1959		June 7, 1960		31
Division of Registration	May 13, 1959		Apr. 7, 1960		29
Architects, Board of					
Registration of	Oct. 23, 1958		Dec. 14, 1959		18
Barbers, Board of					
Registration of	Mar. 10, 1959		Jan. 12, 1960		21
Certified Public Accountants, Board of Registration of	May 7, 1959		Dec. 10, 1959		18
Chiropody (Podiatry,) Board of Registration of	Feb. 11, 1959		Dec. 10, 1959		18
Dental Examiners, Board of Registration of	Feb. 18, 1959		Dec. 1, 1959		17
Dispensing Opticians, Board of Registration of	Dec. 16, 1958		Dec. 9, 1959		17
Electricians, State Examiners of	Oct. 31, 1958		Oct. 8, 1959		13
Electrologists, Board of Registration of	July 1, 1959		Mar. 31, 1960		29
Embalming and Funeral Directing, Board of Registration in	July 22, 1958		July 27, 1959		4
Hairdressers, Board of Registration of	Apr. 2, 1959		May 3, 1960		32
Medicine, Board of Registration in	Dec. 30, 1958		Mar. 9, 1960		23
Nursing, Board of Registration in	Aug. 27, 1958		Mar. 14, 1960		26
Optometry, Board of Registration in	Dec. 23, 1958		Dec. 1, 1959		17
Pharmacy, Board of Registration in	July 28, 1958		Aug. 11, 1959		6
Plumbers, Board of State Examiners of	Aug. 15, 1958		Sept. 2, 1959		8
Professional Engineers and Land Surveyors, Board of Registration of	Nov. 26, 1958		Jan. 13, 1960		21
Real Estate Brokers and Salesmen, Board of Registration of	Jan. 7, 1959		May 24, 1960		32
Sanitarians, Board of Registration of	June 1, 1959		May 11, 1960		29
Veterinary Medicine, Board of Registration in	Nov. 17, 1958		Dec. 28, 1959		19
Department of Commerce	Jan. 27, 1959		Jan. 14, 1960		21
Department of Corporations and Taxation	July 1, 1958		July 1, 1959		1
Appellate Tax Board	June 8, 1959		Dec. 28, 1959		19
Bureau of Accounts	Mar. 23, 1959		Apr. 12, 1960		31

<u>Department or Institution</u>		<u>From</u>		<u>To</u>	<u>Page No.</u>
Department of Correction	Jan.	30, 1959	Nov.	23, 1959	12
Massachusetts Correctional Institution at Bridgewater	Mar.	11, 1959	Apr.	8, 1960	26
Massachusetts Correctional Institution at Concord	May	1, 1959	Feb.	15, 1960	24
Massachusetts Correctional Institution at Framingham	Mar.	25, 1959	Apr.	20, 1960	31
Massachusetts Correctional Institution at Monroe	Feb.	12, 1959	May	18, 1960	35
Massachusetts Correctional Institution at Norfolk	May	18, 1959	Jan.	4, 1960	18
Massachusetts Correctional Institution at Plymouth	Feb.	9, 1959	Mar.	23, 1960	28
Massachusetts Correctional Institution at Walpole	May	13, 1959	Feb.	16, 1960	24
Parole Board	Mar.	16, 1959	Dec.	9, 1959	17
Department of Education	July	21, 1958	Aug.	31, 1959	7
Board of Educational Assistance	Dec.	17, 1958	Oct.	16, 1959	14
Massachusetts Board of Regional Community Colleges	June	29, 1959	June	21, 1960	32
Berkshire Community College, Pittsfield	Apr.	13, 1960	June	27, 1960	35
Bradford Durfee College of Technology	Jan.	8, 1959	May	10, 1960	35
Division of the Blind	Jan.	23, 1959	May	2, 1960	33
Division of Immigration and Americanization	July	14, 1958	Nov.	19, 1959	14
Division of Library Extension	July	31, 1958	Nov.	17, 1959	14
Division of Youth Service	May	12, 1959	Mar.	21, 1960	26
Detention Center - Worcester County	Nov.	17, 1959	Feb.	25, 1960	24
Industrial School for Boys	May	5, 1959	Apr.	1, 1960	28
Industrial School for Girls	Apr.	21, 1959	Mar.	21, 1960	26
Institute for Juvenile Guidance at Bridgewater	Feb.	20, 1959	Mar.	24, 1960	28
Lyman School for Boys	Feb.	10, 1959	Feb.	8, 1960	24
Reception and Detention Facilities for Boys	May	27, 1959	Apr.	18, 1960	26
Reception and Detention Facilities for Girls	May	27, 1959	Apr.	18, 1960	26
Hampden County Detention Center	May	27, 1959	Jan.	28, 1960	21
Residential Treatment Unit at Oakdale	June	18, 1959	Apr.	11, 1960	31
Youth Forestry Camp, Brewster	July	1, 1958	Feb.	29, 1960	31
Massachusetts Executive Committee for School Television	Nov.	18, 1958	Aug.	19, 1959	6
Lowell Technological Institute of Massachusetts	July	21, 1958	Aug.	3, 1959	4
Lowell Technological Institute of Massachusetts Research Foundation	Sept.	22, 1958	Sept.	15, 1959	9

<u>Department or Institution</u>	<u>From</u>		<u>To</u>		<u>Page No.</u>
Department of Education (Cont.)					
Massachusetts Maritime Academy	May	6, 1959	May	25, 1960	34
Medical, Dental and Nursing Scholarship Board	Dec.	19, 1958	Aug.	17, 1959	6
New Bedford Institute of Technology	May	21, 1959	Apr.	13, 1960	30
New England Board of Higher Education	Dec.	23, 1958	Aug.	21, 1959	6
Office of School Lunch Programs	July	14, 1958	Aug.	24, 1959	7
School Buildings Assistance Commission	May	27, 1959	Apr.	14, 1960	30
Massachusetts College of Art	June	10, 1959	May	26, 1960	35
State Agency for Surplus Property	Sept.	30, 1958	July	23, 1959	3
State Teachers College at Boston	Jan.	19, 1959	Jan.	11, 1960	20
State Teachers College at Bridgewater	Sept.	30, 1958	July	6, 1959	3
State Teachers College at Fitchburg	June	1, 1959	May	17, 1960	33
State Teachers College at Framingham	May	1, 1959	Dec.	9, 1959	18
State Teachers College at Lowell	Jan.	16, 1959	Oct.	6, 1959	9
State Teachers College at North Adams	May	11, 1959	Apr.	26, 1960	33
State Teachers College at Salem	May	25, 1959	May	31, 1960	33
State Teachers College at Westfield	Feb.	19, 1959	Jan.	18, 1960	19
State Teachers College at Worcester	Mar.	16, 1959	Dec.	9, 1959	17
Teachers' Retirement Board	Jan.	1, 1959	Dec.	31, 1959	25
University of Massachusetts	July	1, 1958	June	30, 1959	5
Department of Labor and Industries:					
Administration Section	Jan.	6, 1959	Oct.	8, 1959	13
Board of Conciliation and Arbitration	Jan.	6, 1959	Oct.	8, 1959	13
Division of Apprentice Training	Jan.	6, 1959	Oct.	8, 1959	13
Division on the Employment of the Aging	Jan.	6, 1959	Oct.	8, 1959	13
Division of Employment Security	June	3, 1959	May	16, 1960	34
Division of Industrial Accidents	Oct.	16, 1958	Aug.	24, 1959	6
Industrial Accident Rehabilitation Board	Oct.	16, 1958	Aug.	24, 1959	7
Division of Industrial Safety	Jan.	6, 1959	Oct.	8, 1959	13
Division of Minimum Wage	Jan.	6, 1959	Oct.	8, 1959	13
Division on the Necessaries of Life	Jan.	6, 1959	Oct.	8, 1959	13

<u>Department or Institution</u>	<u>From</u>	<u>To</u>	<u>Page No.</u>
Department of Labor and Industries (Cont.)			
Division of Occupational Hygiene	Jan. 6, 1959	Oct. 8, 1959	13
Division of Standards	Jan. 6, 1959	Oct. 8, 1959	13
Division of Statistics	Jan. 6, 1959	Oct. 8, 1959	13
Labor Relations Commission	Mar. 26, 1959	Dec. 17, 1959	18
Legislature:			
Legislative Research Council and the Legislative Research Bureau and Council	Apr. 30, 1959	Jan. 31, 1960	23
Sergeant-at-Arms	June 9, 1959	Apr. 25, 1960	29
Legislative Investigations:			
Massachusetts Civil War Centennial Commission	July 1, 1959	Feb. 18, 1960	23
Special Commission on Audit of State Needs	June 23, 1959	June 27, 1960	32
Health, Welfare and Retirement Trust Funds	May 7, 1959	Apr. 27, 1960	32
Department of Mental Health	Aug. 25, 1958	Oct. 23, 1959	14
Special Cash Audit		Feb. 23, 1960	25
Belchertown State School	Sept. 25, 1958	Oct. 14, 1959	14
Boston State Hospital	Nov. 24, 1958	Sept. 21, 1959	9
Cushing Hospital	Dec. 9, 1958	Nov. 5, 1959	17
Danvers State Hospital	Nov. 19, 1958	Sept. 28, 1959	10
Foxborough State Hospital	Apr. 23, 1959	Apr. 14, 1960	29
Gardner State Hospital	Sept. 2, 1958	Aug. 31, 1959	7
Grafton State Hospital	Oct. 20, 1958	Jan. 4, 1960	17
Massachusetts Mental Health Center (Boston Psychopathic Hospital)	Nov. 10, 1958	Sept. 10, 1959	8
Medfield State Hospital	May 25, 1959	May 16, 1960	32
Metropolitan State Hospital	Jan. 2, 1959	Sept. 1, 1959	7
Monson State Hospital	Feb. 26, 1959	Jan. 29, 1960	23
Northampton State Hospital	Aug. 25, 1958	July 6, 1959	3
Paul A. Dever State School	Nov. 10, 1958	Apr. 4, 1960	30
Taunton State Hospital	Aug. 4, 1958	Nov. 5, 1959	17
Walter E. Fernald State School	May 21, 1959	Oct. 20, 1959	14
Westborough State Hospital	Dec. 3, 1958	Nov. 2, 1959	16
Worcester State Hospital	July 1, 1958	July 1, 1959	2
Wrentham State School	Feb. 19, 1959	May 9, 1960	32
Metropolitan District Commission:			
Administration Division	Sept. 16, 1958	Oct. 30, 1959	15
Construction Division	Sept. 16, 1958	Oct. 30, 1959	16
Parks Division	Sept. 16, 1958	Oct. 30, 1959	16
Sewerage Division	Sept. 16, 1958	Oct. 30, 1959	16
Water Division	Sept. 16, 1958	Oct. 30, 1959	15
Department of Natural Resources	Apr. 16, 1959	Jan. 18, 1960	21
Division of Fisheries and Game	Aug. 18, 1958	July 27, 1959	4
Water Resources Commission	June 19, 1959	Jan. 8, 1960	20

<u>Department or Institution</u>		<u>From</u>	<u>To</u>	<u>Page No.</u>
Department of Public Health	Oct.	14, 1958	Jan. 7, 1960	20
Lakeville State Sanatorium	July	17, 1958	Sept. 23, 1959	10
Lemuel Shattuck Hospital	May	11, 1959	Nov. 17, 1959	17
Massachusetts Hospital School	May	20, 1959	Mar. 25, 1960	29
New England Interstate Water Pollution Control Commission	July	1, 1958	June 30, 1959	22
North Reading State Sanatorium	Jan.	13, 1959	Sept. 14, 1959	9
Pondville Hospital	May	27, 1959	Mar. 1, 1960	25
Rutland State Sanatorium	Apr.	1, 1959	Mar. 1, 1960	24
Tewksbury Hospital	Oct.	9, 1958	Oct. 20, 1959	14
Westfield State Sanatorium	Jan.	20, 1959	Dec. 28, 1959	19
Department of Public Safety	Apr.	22, 1959	June 21, 1960	33
Department of Public Utilities:				
Administrative Division	Jan.	13, 1959	Feb. 23, 1960	25
Commercial Motor Vehicles Division	Apr.	9, 1959	Feb. 23, 1960	25
Investigation of Securities Division	Jan.	16, 1959	Feb. 23, 1960	25
Department of Public Welfare	Apr.	8, 1959	Mar. 6, 1960	24
Department of Public Works:				
Highways Division	Apr.	6, 1959	Mar. 23, 1960	27
Public Beaches Division	Apr.	6, 1959	May 23, 1960	30
Registry of Motor Vehicles	July	1, 1958	July 1, 1959	1
Waterways Division	Apr.	6, 1959	Jan. 11, 1960	20
Supreme Judicial Court:				
Board of Bar Examiners	June	18, 1959	Apr. 18, 1960	29
Clerk of the Supreme Judicial Court for the Commonwealth	Oct.	24, 1958	Sept. 2, 1959	8
Commissioner of Probation	Oct.	20, 1958	Aug. 21, 1959	6
Reporter of Decisions of the Supreme Judicial Court	Oct.	30, 1958	Dec. 16, 1959	18

SPECIAL AUDITS

<u>Agency</u>				
Boston Metropolitan District	Jan.	1, 1959	Dec. 31, 1959	23
Metropolitan Transit Authority	Jan.	1, 1959	Dec. 31, 1959	22
New Bedford, Woods Hole, Martha's Vineyard and Nantucket Steamship Authority	Jan.	1, 1957	Dec. 31, 1959	29
Transit Mutual Insurance Company	Jan.	1, 1959	Dec. 31, 1959	30
Springfield Recreation Authority	Oct.	5, 1956	Jan. 13, 1960	21

HOUSING AUTHORITY AUDITS

	<u>From</u>	<u>To</u>	<u>Page No.</u>
State Housing Board	Sept. 8, 1958	Aug. 18, 1959	38
LOCAL HOUSING AUTHORITIES:			
Agawam	Nov. 1, 1958	Oct. 31, 1959	44
Amesbury	Apr. 1, 1959	Apr. 30, 1960	58
Amherst	Mar. 10, 1960	Mar. 30, 1960	56
Andover	Mar. 1, 1959	Dec. 31, 1959	47
Arlington	Sept. 1, 1958	July 31, 1959	38
Athol	May 1, 1959	May 31, 1960	56
Attleboro	Sept. 1, 1958	Oct. 31, 1959	45
Barnstable	May 1, 1959	Feb. 29, 1960	52
Bedford	May 1, 1959	May 31, 1960	59
Belmont	Mar. 1, 1959	Dec. 31, 1959	49
Beverly	Jan. 1, 1959	Nov. 30, 1959	46
Boston	Jan. 1, 1959	Dec. 31, 1959	50
Braintree	May 1, 1959	Feb. 29, 1960	53
Brockton	Sept. 1, 1958	Aug. 31, 1959	41
Brookline	Sept. 1, 1958	June 30, 1959	37
Cambridge	July 1, 1958	June 30, 1959	36
Canton	Feb. 1, 1959	Dec. 31, 1959	48
Chelsea	Sept. 1, 1958	July 31, 1959	38
Chicopee	Apr. 1, 1959	Feb. 29, 1960	54
Clinton	Sept. 1, 1958	June 30, 1959	37
Dalton	Nov. 1, 1958	Feb. 29, 1960	52
Danvers	May 1, 1958	Apr. 30, 1959	59
Dedham	Nov. 1, 1958	July 31, 1959	39
Easthampton	June 1, 1959	Apr. 30, 1960	57
Everett	Oct. 1, 1958	Sept. 30, 1959	41
Fall River	Oct. 1, 1958	July 31, 1959	38
Falmouth	Apr. 1, 1959	Jan. 31, 1960	51
Fitchburg	Oct. 1, 1958	June 30, 1959	37
Framingham	Jan. 1, 1959	Feb. 29, 1960	51
Franklin	May 1, 1959	Jan. 31, 1960	50
Gardner	Nov. 1, 1958	July 31, 1959	39
Gloucester	Apr. 1, 1959	Jan. 31, 1960	52
Grafton	Apr. 1, 1959	Apr. 30, 1960	56
Greenfield	May 1, 1959	May 31, 1960	58
Haverhill	Feb. 1, 1959	Mar. 31, 1960	55
Holyoke	Nov. 1, 1958	Oct. 31, 1959	45
Hull	Apr. 1, 1959	Jan. 31, 1960	49
Ipswich	Mar. 1, 1959	Dec. 31, 1959	49
Lancaster		June 22, 1960	59
Lawrence	June 1, 1959	Mar. 31, 1960	55
Leominster	Nov. 1, 1958	July 31, 1959	39
Lowell	Jan. 1, 1959	Feb. 29, 1960	53
Lynn	Oct. 1, 1958	June 30, 1959	36
Malden	Aug. 1, 1958	Aug. 31, 1959	41
Mansfield	Sept. 30, 1958	Dec. 31, 1959	49
Marblehead	May 1, 1959	Apr. 30, 1960	58
Marlborough	June 1, 1959	Jan. 31, 1960	50
Mattapoissett	Dec. 1, 1958	Jan. 31, 1960	49
Medford	Jan. 1, 1959	Dec. 31, 1959	48

		<u>From</u>		<u>To</u>	<u>Page No.</u>
LOCAL HOUSING AUTHORITIES (Cont.):					
Methuen	Apr.	1, 1959	Apr.	30, 1960	56
Middleborough	July	1, 1958	Sept.	30, 1959	43
Milford	Dec.	1, 1958	Dec.	31, 1959	46
Millbury	Mar.	1, 1959	Mar.	31, 1960	54
Montague	May	1, 1959	May	31, 1960	58
Nahant	Dec.	1, 1958	Nov.	30, 1960	45
Natick	July	1, 1958	July	31, 1959	39
Needham	June	1, 1959	Jan.	31, 1960	51
New Bedford	Jan.	1, 1959	Aug.	31, 1959	40
Newburyport	Jan.	1, 1959	Jan.	31, 1960	50
North Adams	May	1, 1959	Mar.	31, 1960	55
Northampton	Apr.	1, 1959	Jan.	31, 1960	52
North Andover	Apr.	1, 1959	Apr.	30, 1960	58
North Attleborough	Mar.	1, 1959	Dec.	31, 1959	46
Northbridge	Mar.	1, 1959	Nov.	30, 1959	46
Norwood	Oct.	1, 1958	Oct.	31, 1959	42
Peabody	Jan.	1, 1959	Oct.	31, 1959	44
Pittsfield	Jan.	1, 1959	Apr.	30, 1960	57
Plymouth	Feb.	1, 1959	Nov.	30, 1959	47
Quincy	Dec.	1, 1958	Oct.	31, 1959	44
Revere	Oct.	1, 1958	Sept.	30, 1959	42
Rockport	May	1, 1959	May	31, 1960	59
Salem	Nov.	1, 1958	Sept.	30, 1959	42
Scituate	May	1, 1959	Feb.	29, 1960	53
Somerville	July	1, 1958	June	30, 1959	36
South Hadley	Jan.	1, 1959	Apr.	30, 1960	57
Springfield	Mar.	1, 1959	Mar.	31, 1960	53
Stoneham	Dec.	1, 1958	Oct.	31, 1959	45
Stoughton	Jan.	1, 1959	Dec.	31, 1959	48
Swampscott	Apr.	1, 1959	Apr.	30, 1960	57
Taunton	July	1, 1958	June	30, 1959	37
Uxbridge	Apr.	1, 1959	Jan.	31, 1960	51
Walpole	Mar.	1, 1959	Nov.	30, 1959	47
Waltham	Nov.	1, 1958	Sept.	30, 1959	43
Watertown	Nov.	1, 1958	Aug.	31, 1959	40
Webster	Apr.	1, 1959	Apr.	30, 1960	56
Wellesley	Feb.	1, 1959	Feb.	29, 1960	54
Westborough	Jan.	1, 1959	Oct.	31, 1959	44
Westfield	Nov.	1, 1958	Dec.	31, 1959	48
West Springfield	Oct.	1, 1958	Oct.	31, 1959	43
Weymouth	Apr.	1, 1959	Dec.	31, 1959	48
Wilmington	Apr.	1, 1959	Feb.	29, 1960	55
Winthrop	Apr.	1, 1959	May	31, 1960	59
Woburn	Jan.	1, 1959	Nov.	30, 1959	47
Worcester	July	1, 1958	Aug.	31, 1959	40

LISTING OF AUDIT COMMENTS

The following is a list, by title, of the comments contained in the individual reports issued by this department during the fiscal year ended June 30, 1960.

Any information desired in connection with these comments may be obtained from the original report or by writing to State Auditor Thomas J. Buckley, Room 229, State House, Boston.

STATE ACCOUNTS

REGISTRY OF MOTOR VEHICLES

REPORT NO. 60-1

1. Refund of Fees Account of Application for Licenses to Operate Motor Vehicles
2. Reconciliation of Cash at Branch Offices
3. Reconciliation of Cash at Branch Offices by a Representative of the Boston Office
4. Branch Office Change
5. Passenger Automobile Registrations
6. Advance Money - Cashier's Office
7. Cash Over and Short Fund
8. Bad Check Fund
9. Use of Advance Fund for Purposes Not Originally Intended
10. Chief Accountant's Office - Cash Book
11. Chief Accountant's Office - General Ledger
12. Refund and Rebate Account
13. Unpaid Check Fund
14. Licenses Control Sheet
15. Comments in Previous Audit Reports
16. Agreement for Survey of Methods of Reporting Registrations for Excise Tax Purposes
17. Contract for Outside Filing of Registration Cards
18. Contract for Furnishing Lists of Motor Vehicle Registrations for Calendar Year 1959
19. Industrial Accident Cases
20. Licensed Auto Driving Schools

DEPARTMENT OF CORPORATIONS AND TAXATION

REPORT NO. 60-2

1. General
2. Withholding Taxes
3. Stolen Checks and Money Orders
4. Reimbursements to Cities and Towns for Loss on Taxes on Land Used for Certain Public Institutions

DEPARTMENT OF THE STATE SECRETARY

REPORT NO. 60-3

1. Vital Statistics - Overpayments
2. Bad Checks
3. Payroll Refunds, Etc.
4. Lack of Communication with Comptroller's Office
5. Delayed Processing of Checks with Documents
6. Uniform Commercial Code

DIVISION OF BUILDING CONSTRUCTION

REPORT NO. 60-4

1. General
2. Contractors' Plans and Specification Deposits
3. Contractors' Bid Deposits
4. Projects not Completed July 1, 1959
5. Final Payment to Contractor Held Up
6. Expenditures - Projects

BOSTON ARENA AUTHORITY

REPORT NO. 60-5

1. Cash in Banks and on Hand
2. Operations of the Authority
3. Concession Operation
4. Management
5. Accounts Receivable Others - Write-Off
6. Building Alterations
7. Due from Promoter
8. Acquisition of Portable Floor
9. Telephone Expense

SOLDIERS HOME IN MASSACHUSETTS

REPORT NO. 60-6

1. Federal Aid - Public Law 613
2. Disabled Veterans Assistance under Public Law 149
3. Payroll Checks
4. Blue Cross
5. Blue Shield - Procedure
6. Insurance Proceeds
7. Consultants' Time Records
8. Fraudulent Issue of Payroll Checks
9. Industrial Accident Cases
10. Pharmacy
11. Income from Interest and Dividends
12. Legacy Fund

WORCESTER STATE HOSPITAL

REPORT NO. 60-7

1. Accounts Receivable - Outstanding Balance a/c Sale of Bones and Grease
2. Accounts Receivable
3. Garage Rent - Employees Not Charged
4. Quarters Register
5. Payroll Account - Checks Not Endorsed by Employees
6. Balance of Appropriation Reverted - 1959 Fiscal Year

WORCESTER STATE HOSPITAL (CONT.)

7. Students' Free Meal Tickets
8. Industrial Accident Cases
9. Personal Telephone Calls
10. Patients' Unclaimed Valuables Not
Disposed of
11. Patients' Fund Savings Accounts
12. Income on Trust Funds Remitted to the
State Treasurer in Error

STATE TEACHERS COLLEGE AT BRIDGEWATER

REPORT NO. 60-8

1. Accounts Receivable
2. Vacation and Sick Leave Records
3. Town of Bridgewater Contribution
4. Beulah R. Brown Scholarship Fund

NORTHAMPTON STATE HOSPITAL

REPORT NO. 60-9

1. Accounting Machine Serial Number F75530P
2. Verification of Daily Cash Balances
3. Room Rents
4. Industrial Accident Refunds
5. Cash Book Revision
6. Attendance Calendars

MILK CONTROL COMMISSION

REPORT NO. 60-10

1. Delinquent Assessments
2. Insufficient Bond Coverage
3. Arrearages to Producers
4. Milk Market Areas
5. Dealer Licenses

STATE AGENCY FOR SURPLUS PROPERTY

REPORT NO. 60-11

1. Free Facilities Furnished by State
Institution
2. Employees' Rights and Benefits
3. Warehouse Inventory
4. Distribution of Surplus Property

COMMISSION ON INTERSTATE CO-OPERATION

REPORT NO. 60-12

1. 1959 Advance Money

STATE EMPLOYEES GROUP INSURANCE

REPORT NO. 60-13

1. Non-Compliance with the General
Appropriation Act
2. Reimbursement Due the Commonwealth
3. Deficiency - State Employees Group
Insurance - State Share
4. Non-Compliance with State Statutes
5. Loss to Commonwealth from Inclusion of
Ineligible Individuals in State Group
Insurance Plan

STATE EMPLOYEES GROUP INSURANCE (CONT.)

6. Hospital and Surgical Claims not Validated by the Commission
7. Agent's Commissions - Group Life Insurance
8. Insurance Claims Reserves - Hospital, Surgical and Prolonged Illness
9. Insurance Claims Reserves - Life, Accidental Death and Dismemberment
10. Control of Cash Receipts

BOARD OF REGISTRATION IN EMBALMING AND FUNERAL DIRECTING

REPORT NO. 60-14

1. Unaccountable Prenumbered Forms

LOWELL TECHNOLOGICAL INSTITUTE OF MASSACHUSETTS

REPORT NO. 60-15

1. Laundry Concession
2. Co-operative Store
3. Russell Weeks Hook Estate Fund
4. Trust Funds
 - a) National Aniline Division Special Fund
 - b) Foster Grant Company Scholarship Fund
 - c) Geigy Dyestuffs Student Aid Fund
 - d) National Defense Student Loan Fund
 - e) Owens - Corning Fiberglass Corporation Fund
 - f) Radio Corporation of America
5. Lease of Dormitory Buildings
6. Compulsory Student Insurance
7. Construction of Plastic - Engineering Building

DIVISION OF FISHERIES AND GAME

REPORT NO. 60-16

1. Federal Aid
2. Inland Fisheries and Game Fund
3. Sale of Pheasant Chicks
4. 1958 Licenses Assigned to Cities and Towns - Returned for Credit
5. Income
6. Reclamation of Trout and Warm Water Ponds

DEPARTMENT OF AGRICULTURE

REPORT NO. 60-17

1. General
2. Dairy Bonding - Trust Deposit Control Accounts
3. Dairy Bonding - Inactive Operators, Collateral on Hand
4. Dairy and Poultry Dealers' Collateral Liquidated

DEPARTMENT OF AGRICULTURE (CONT.)

5. Milk Plant Operators' Licenses
6. Real Estate Mortgages
7. Poultry Dealers Bonding
8. Cape Cod Mosquito Control Project
9. Unpaid Assessments - Mosquito Ditch
Maintenance
10. Unpaid Assessments - Dukes County Mosquito
Control Project
11. Cash Book
12. Rodent Control
13. Lease of Office Space

DIVISION OF SAVINGS BANK LIFE INSURANCE IN THE
DEPARTMENT OF BANKING AND INSURANCE

REPORT NO. 60-18

1. Board of Trustees
2. Medical Director's Account

ART COMMISSION

REPORT NO. 60-19

1. Statue in Memory of Mary Dyer

UNIVERSITY OF MASSACHUSETTS

REPORT NO. 60-20

1. Audit of Accounts of University of
Massachusetts
2. Separate Cash Books and General Ledger
3. Sale of Employees' Meal Tickets
4. Maintenance Equipment and Supplies
5. Endowment Income - Cash
6. Group Insurance Payments
7. Student Union - Rents
8. Capital Outlay
9. University Store - Inventory Control
10. Student Union - Transfers to Reserve Fund
11. Traffic Fines
12. Vacation Leave
13. Payroll Charges
14. Self-liquidating Buildings

DIVISION OF BANKS

REPORT NO. 60-21

1. New Location
2. Examination of Banking Institutions
3. Credit Union Annual Report - Fines and
Penalties
4. Licenses and Permits - Retail Installment
Sales of Motor Vehicles

BOARD OF REGISTRATION IN PHARMACY	6 REPORT NO. 60-22
1. Renewal Application for Retail Drug Store - Permits Received and Renewal Permits Issued	
MEDICAL, DENTAL AND NURSING SCHOLARSHIP BOARD	REPORT NO. 60-23
1. General	
CONTRIBUTORY RETIREMENT APPEAL BOARD	REPORT NO. 60-24
No Comments	
MASSACHUSETTS EXECUTIVE COMMITTEE FOR SCHOOL TELEVISION	REPORT NO. 60-25
1. General	
2. Notice of Board Meetings	
NEW ENGLAND BOARD OF HIGHER EDUCATION	REPORT NO. 60-26
1. General	
BALLOT LAW COMMISSION	REPORT NO. 60-27
No Comments	
COMMISSION ON UNIFORM STATE LAWS	REPORT NO. 60-28
1. Travel Advance	
BOARD OF COMMISSIONERS ON FIREMEN'S RELIEF	REPORT NO. 60-29
1. Rates	
WEATHER AMENDMENT BOARD	REPORT NO. 60-30
No Comments	
OLD STATE HOUSE	REPORT NO. 60-31
No Comments	
COMMISSIONER OF PROBATION	REPORT NO. 60-32
No Comments	
DIVISION OF INDUSTRIAL ACCIDENTS	REPORT NO. 60-33
1. Third Party Recovery - Checks on Hand	
2. Witness Fees	
3. Public Employees Compensated for Injuries	
4. Public Employees' Compensation - Reserves and Liabilities	
5. An Act Establishing Forty Dollars as Maximum Weekly Benefits Under the Workmen's Compensation Act	
DIVISION OF INSURANCE	REPORT NO. 60-34
1. I. B. M. Records	
2. Board of Appeal on Fire Insurance Rates	
3. Foreign Fraternal Benefit Societies	
4. Company License Fees	

INDUSTRIAL ACCIDENT REHABILITATION BOARD

REPORT NO. 60-35

No Comments

OFFICE SCHOOL LUNCH PROGRAM

REPORT NO. 60-36

1. Special School Milk Program
2. National School Lunch Act - Public Law 396 -
79th Congress

OUTDOOR ADVERTISING DIVISION

REPORT NO. 60-37

1. Excess of Expenditures Over Income

COUNCIL FOR THE AGING

REPORT NO. 60-38

1. Leave Records
2. White House Conference

GARDNER STATE HOSPITAL

REPORT NO. 60-39

1. Sale of Junk
2. Canteen - Commissions on Vending Machines

DEPARTMENT OF EDUCATION

REPORT NO. 60-40

1. Accounts Receivable
2. Audio Visual Invoices
3. University Extension Division Appropriation
4. Appropriation for Teachers Extension
Courses
5. Reimbursements to Cities and Towns
6. Vending Stand Operation
7. Educational Television
8. Board of Educational Assistance
9. Federal Grant
10. Henry Todd Teachers' College Fund

PUBLIC BEQUEST COMMISSION

REPORT NO. 60-41

1. Inactive Status of Fund

METROPOLITAN STATE HOSPITAL

REPORT NO. 60-42

1. Payroll Bank Account
2. Payrolls
3. State Cash
4. Industrial Accident Cases
5. Accounts Receivable
6. Suspense Accounts Receivable

METROPOLITAN STATE HOSPITAL (CONT.)

7. Attendance Calendars
8. Quarters Register
9. Patients' Bank Books
10. Canteen
11. School Lunch Inventory
12. Pharmacy

CLERK OF THE SUPREME JUDICIAL COURT FOR THE COMMONWEALTH

REPORT NO. 60-43

1. Bonding of Employees

BOARD OF STATE EXAMINERS OF PLUMBERS

REPORT NO. 60-44

1. Statute Regarding Use of Plumbers' License Numbers and Designations in Advertising

FLOOD RELIEF BOARD

REPORT NO. 60-45

1. State Financing of Highway Flood Relief Funds
2. State Financing of August Flood Relief Funds
3. Federal Grant
4. Reimbursement Due from State Employees' Group Insurance Commission

COMMISSIONER OF VETERANS' SERVICES

REPORT NO. 60-46

1. General
2. Travel Vouchers
3. Appointment of Commissioner as Director of the Veterans' Bonus Division
4. Reimbursement to Cities and Towns for Veterans' Benefits
5. Reimbursements to the Commonwealth Account of Assignments and Liens

MASSACHUSETTS MENTAL HEALTH CENTER

REPORT NO. 60-47

1. Unidentified Receipts
2. Materials and Supplies
3. Maintenance Charges
4. Canteen Fund
5. Annual Reports
6. Meals
7. Escrow Retirement Fund
8. Payroll Bank Account
9. Special Gift Fund
10. Indirect Cost Fund
11. Research Funds
12. Air Force Contract Isolation Studies
13. Contracts of Matching Funds

MASSACHUSETTS MENTAL HEALTH CENTER (CONT.)

14. Federal and Other than Federal Grants and Contracts for Research and Study
15. The Joint Commission on Mental Health and Illness
16. Patients' Fund
17. Acceptance of New Building
18. Industrial Accidents
19. Control over Surgical Instrument Kits
20. Pharmacy

NORTH READING STATE SANATORIUM

REPORT NO. 60-48

1. State Funds
2. Undetermined Cases
3. Room Rent
4. Pharmacy

LOWELL TECHNOLOGICAL INSTITUTE OF MASSACHUSETTS
RESEARCH FOUNDATION

REPORT NO. 60-49

1. Deposits Due Sponsors
2. Contributions to Lowell Technological Institute
3. Accounts Payable
4. L. T. I. Faculty Members Receiving Compensation from Research Foundation
5. Accounts Receivable
6. Legal, Accounting and Professional Fees

STATE TEACHERS COLLEGE AT LOWELL

REPORT NO. 60-50

1. Accounts Receivable
2. Scholarship Funds

STATE SUPERINTENDENT OF BUILDINGS

REPORT NO. 60-51

1. Industrial Accident Compensation

BOSTON STATE HOSPITAL

REPORT NO. 60-52

1. Maintenance Charges
2. Inventories of Equipment
3. Shortage in Payroll Bank Account
4. Patients' Funds
5. Patients' Fund - Machine Postings
6. Canteen Thefts
7. Playground Fund

SOLDIERS HOME AT HOLYOKE

REPORT NO. 60-53

1. Pharmacy

VETERANS BONUS COMMISSION

REPORT NO. 60-54

1. General
2. Availability of Records
3. Volume of Transactions
4. Accounts Receivable - Recovery of Overpayments
5. Reconciliation of Accounts

LAKEVILLE STATE SANATORIUM

REPORT NO. 60-55

1. Drug Control
2. Surgical Instruments
3. Accounts Receivable
4. Patients' Funds
5. Francis R. Kalick Trust Fund

DANVERS STATE HOSPITAL

REPORT NO. 60-56

1. Unknown Cash
2. Advance Money
3. Suspense 1958 Advances
4. Payroll Bank Account
5. Payroll Deductions
6. Materials and Supplies
7. Pharmacy and Operating Room - Accountability
8. Canteen Fund
9. Employees' Room Rents
10. Industrial Accident Refunds
11. Accounts Receivable Ledger
12. Canteen Account - Patients' Benefits
13. Patients' Funds
14. Bond Fund

MILITARY DIVISION OF THE EXECUTIVE DEPARTMENT

REPORT NO. 60-57

1. Accounts Receivable
2. Outstanding Checks - Old
3. Federal Participation Contracts
4. Suspense Accounts Receivable

SPECIAL MILITARY RESERVATION COMMISSION

REPORT NO. 60-58

1. Establishment of Camp Site
2. Lease of Reservation to the Federal Government
3. Commission Meetings

ARMORY COMMISSION

REPORT NO. 60-59

1. Construction of Armories - Appropriations
2. Construction of Armories - Agreements and Contracts
3. Cambridge Armory Fund

SUPERVISOR OF LOAN AGENCIES

REPORT NO. 60-60

1. Small Loans Regulatory Board
2. Licensees' Bonds
3. Bookkeeping Records
4. Licenses - Retail Installment Sales of Motor Vehicles
5. Employee Not on Payroll
6. Rental

DIVISION OF LIVESTOCK DISEASE CONTROL

REPORT NO. 60-61

1. Extermination of Disease Among Animals

MILK REGULATION BOARD

REPORT NO. 60-62

1. Meetings of Board

COMMISSION ON ADMINISTRATION AND FINANCE -
PURCHASING BUREAU

REPORT NO. 60-63

1. Outside Storage
2. Contract Deposits
3. Purchase of Whipped Cream Topping
4. Competitive Bidding
5. Purchase Orders

BUDGET BUREAU

REPORT NO. 60-64

1. Budgetary Control

OFFICE OF THE COMMISSIONER

REPORT NO. 60-65

1. Suggestion Awards Board
2. Relocation of Office Space
3. Renovations
4. Inventory of Physical Property at State Spending Agencies
5. Services Non-Employees
6. Sale of Fill
7. Attendance Calendar
8. Budgetary Control

DIVISION OF PERSONNEL AND STANDARDIZATION

REPORT NO. 60-66

1. Grievance Procedure

COMPTROLLER'S BUREAU

REPORT NO. 60-67

1. General
2. Allotment System
3. Encumbrance System
4. Annual Report
5. Annuity Reserve Fund - Deficiency - State Employees' Retirement System
6. Pensions to Retired Teachers
7. Children of Employed Mothers

COMPTROLLER'S BUREAU (CONT.)

8. Vocational Education
9. Sight-Saving Classes
10. School Adjustment Counsellors
11. Tuition in Public Schools
12. School Superintendents in Small Towns
13. Transportation of Pupils
14. Outside Schools - Transportation
15. Temporary Aid and Transportation
16. Tuition and Transportation of Children
17. Aid to Dependent Children
18. Support of Indigent Persons
19. Permanently Disabled Persons
20. Old Age Assistance
21. Tubercular Patients in Certain Hospitals
22. Veterans' Benefits
23. Reimbursement - Loss of Taxes
24. Distribution of Meals Taxes
25. Advances Unaccounted for June 30, 1959
26. Annual Report - Valuation of Securities at Market Value
27. Moving of Comptroller's Bureau
28. Increasing Expenditures for Services
29. Highway Fund
30. Deferred Assessments and Transfer Receipts - General Fund
31. Alterations No. 1 and No. 2 - Contract #5992
32. Accelerated Highway Program

FINANCE ADVISORY BOARD

REPORT NO. 60-68

1. Debt Equalization Program

DIVISION OF HOSPITAL COSTS AND FINANCES

REPORT NO. 60-69

1. Consultant

DEPARTMENT OF CORRECTION

REPORT NO. 60-70

1. Construction of Prison Camps
2. Services - Non-Employees
3. Unclaimed Checks
4. Deposits on Bids and Plans and Specifications

MASSACHUSETTS PORT AUTHORITY

REPORT NO. 60-71

1. Accounts Receivable
2. Reimbursements Due From Federal Government
3. Accounts Receivable - Hoosac Pier Lease
4. Accounts Receivable - Boston Army Base Lease

MASSACHUSETTS PORT AUTHORITY (CONT.)

5. Contingent Asset - Legal Claim Against Former Lessee

DEPARTMENT OF LABOR AND INDUSTRIES -
ADMINISTRATION SECTION

REPORT NO. 60-72

1. Accounts Receivable
2. Advance Money

BOARD OF CONCILIATION AND ARBITRATION

REPORT NO. 60-73

1. Income
2. Annual Reports
3. Services - Non-Employees

DIVISION OF APPRENTICE TRAINING

REPORT NO. 60-74

1. Contracts

DIVISION OF INDUSTRIAL SAFETY

REPORT NO. 60-75

1. Industrial Homework Permits - Employers' Fees
2. Homemaker's Certificate - Renewal
3. Homework Distribution
4. Discontinuance of Distribution of Industrial Homework

DIVISION OF MINIMUM WAGE

REPORT NO. 60-76

No Comments

DIVISION ON THE NECESSARIES OF LIFE

REPORT NO. 60-77

1. Motor Fuel Sales

DIVISION OF OCCUPATIONAL HYGIENE

REPORT NO. 60-78

1. Federal Grant

DIVISION OF STANDARDS

REPORT NO. 60-79

No Comments

DIVISION OF STATISTICS

REPORT NO. 60-80

1. Publishing of Annual Report

DIVISION OF THE EMPLOYMENT OF THE AGING

REPORT NO. 60-81

No Comments

STATE EXAMINERS OF ELECTRICIANS

REPORT NO. 60-82

1. Suspense Account
2. Fees
3. Use of I.B.M. System
4. Executive Secretary

BELCHERTOWN STATE SCHOOL

REPORT NO. 60-83

1. Pharmacy
2. Payroll Bank Account
3. Patients' Funds
4. Income
5. Canteen Fund

BOARD OF EDUCATIONAL ASSISTANCE

REPORT NO. 60-84

1. Payments from Scholarship Appropriation

TEWKSBURY HOSPITAL

REPORT NO. 60-85

1. Change of Name and Transfer to Department of Public Health
2. Accounts Receivable
3. Billing of Unsettled Cases
4. Institution Pharmacy
5. Patients' Bankbooks
6. Patients' Accounts
7. Post Office Box and Locker Key Funds
8. Industrial Accident Cases

WALTER E. FERNALD STATE SCHOOL

REPORT NO. 60-86

1. Bakery
2. Canteen Cash Book
3. Canteen Cash Purchases
4. Income
5. Industrial Accident Refunds
6. Pharmacy
7. Patients on Parole

DEPARTMENT OF EDUCATION - DIVISION OF LIBRARY
EXTENSION

REPORT NO. 60-87

1. Federal Funds

DIVISION OF IMMIGRATION AND AMERICANIZATION

REPORT NO. 60-88

No Comments

MASSACHUSETTS REHABILITATION COMMISSION

REPORT NO. 60-89

1. Rental

DEPARTMENT OF MENTAL HEALTH

REPORT NO. 60-90

1. Cash-Checks Held in Office for Further Information
2. Patients' Fund
3. Refunds of Receipt Vouchers
4. Verification Notices - Board of Patients
5. Overcharges Account - Board of Patients
6. Accounts Receivable and Cash Registers
7. Accounts Receivable Control Account - Institution

DEPARTMENT OF MENTAL HEALTH (CONT.)

8. Institution Accounts Receivable -
Adjustments
9. Suspense Accounts Receivable
10. Attorney General Cases
11. Attorney General Cases - Current
12. Receipt of Cash from the Attorney General
13. Comparison of Cash Collections Account of
Patients' Board
14. Standard Receipt Books (CB23)
15. Grant from Commonwealth Fund
16. Walnut Lodge
17. Consultants' Fees

METROPOLITAN DISTRICT COMMISSION -
ADMINISTRATION DIVISION

REPORT NO. 60-91

1. General
2. Real Estate
3. Materials and Supplies and Other
Physical Property
4. Budget
5. Uniformity in Contracts
6. Performance and Payment Bond
7. Completion Dates of Contracts
8. Inadequate Information on Requests for
Payment of Extra Work Orders
9. Rent of Metropolitan District Commission
Building
10. Vending Machines
11. Accounts Receivable and Billing
Procedures
12. Suspense Accounts Receivable
13. Payroll Refunds Due from Employees

WATER DIVISION

REPORT NO. 60-92

1. General
2. Deficit Financing
3. Unnecessary Reservation of Funds
4. Improper Charges to the Accounts of the
Water Commission
5. Doleful Pond, Stoneham
6. Contracts
7. Flood Control Contracts
8. Contracts #161 and #172
9. Contract #250

PARKS DIVISION

REPORT NO. 60-93

1. General
2. Uncoordinated Recreational Facilities
 - Program of the Commonwealth
 - a) Causeway, Pleasure Bay
 - b) Metropolitan Boston Arts Center
 - c) Boston Harbor Islands
 - d) Ordinary Maintenance Expenses
 - Financed by 20 Year Bond Issues
 - e) Bonding Employees at Recreational Facilities
 - f) M.D.C. Recreation Program
3. Contracts Awarded Under \$1,000.00
4. Contracts
5. Contracts Unaccepted for More than One Year
6. Major Overruns
7. Bidding in Connection with "Hiway Security Guard Rails"
8. Parking Lot at Forest Hills
9. Metropolitan District Commission Trust Funds
10. Dilboy Field Stadium Trust Fund
11. Payroll Refunds Due from Employee

SEWERAGE DIVISION

REPORT NO. 60-94

1. General
2. Merger of the Two Metropolitan Sewer Districts
3. Over-Assessments
4. Contracts

CONSTRUCTION DIVISION

REPORT NO. 60-95

1. Contracts
2. Costs of Contracts Completed
3. Police Item in Contracts
4. Contract Agreement Records
5. Contract #190 - Relief Tunnel and Shaft "C", Boston, Chelsea, Winthrop
6. Contract #210 - Boston Main Drainage Tunnel
7. Contract #282 - Completion Delay

PERSONNEL APPEALS BOARD

REPORT NO. 60-96

1. Change in Membership

WESTBOROUGH STATE HOSPITAL

REPORT NO. 60-97

1. Old Outstanding Checks
2. Industrial Accident Cases

TAUNTON STATE HOSPITAL

REPORT NO. 60-98

1. Drug Control
2. Farm Operations
3. Income from Vending Machines
4. Sale of Fill

CUSHING HOSPITAL

REPORT NO. 60-99

1. Excessive Turnover of Institution Employees

LEMUEL SHATTUCK HOSPITAL

REPORT NO. 60-100

1. General
2. Accounts Receivable - Patients' Board
3. Meal Tickets
4. Patients' Funds
5. Trust Fund
6. Revision of Rates
7. Pharmacy

PAROLE BOARD

REPORT NO. 60-101

1. Loans and Aid to Discharged Prisoners

DEPARTMENT OF CIVIL SERVICE AND REGISTRATION -
BOARD OF REGISTRATION IN OPTOMETRY

REPORT NO. 60-102

1. Examination by National Board of Examiners
in Optometry

BOARD OF REGISTRATION IN DENTAL EXAMINERS

REPORT NO. 60-103

1. Minutes of Meetings
2. Excess of Expenses Over Receipts

BOARD OF REGISTRATION OF DISPENSING OPTICIANS

REPORT NO. 60-104

1. Minutes of Meetings
2. Annual Report

STATE TEACHERS COLLEGE AT WORCESTER

REPORT NO. 60-105

1. Income from Cafeteria
2. Income from Vending Machines
3. Excess of Matching Funds by Commonwealth
4. Investment of Funds

GRAFTON STATE HOSPITAL

REPORT NO. 60-106

1. Industrial Accident Refunds
2. Payroll Refunds, Under and Overcharges to
Leave Registers
3. Paint Shop - Excessive Inventory
4. Considerable Quantities of Materials and
Supplies Kept in Subsidiary Storerooms

GRAFTON STATE HOSPITAL (CONT.)

5. Patients' Unclaimed Valuables

STATE TEACHERS COLLEGE AT FRAMINGHAM

REPORT NO. 60-107

1. Materials and Supplies
2. Sales Books
3. Vending Machine Commissions
4. Purchases
5. National Defense Student Loan Fund

MASSACHUSETTS CORRECTIONAL INSTITUTION AT NORFOLK

REPORT NO. 60-108

1. Industries - Suspense Accounts Receivable
2. Industries - Accounts Receivable Over One Year Old
3. Industries - Tardiness in the Preparation and Posting of Certain Records
4. Industries - Goods Sold Below Cost
5. Funds of Deceased Inmates not Disposed Of
6. Interest on Inmates' Fund Savings Account
7. Canteen - Shortage in Merchandise

BOARD OF REGISTRATION OF CERTIFIED PUBLIC ACCOUNTANTS

REPORT NO. 60-109

No Comments

BOARD OF REGISTRATION IN CHIROPODY (PODIATRY)

REPORT NO. 60-110

1. Excess of Expenditures Over Receipts

MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION

REPORT NO. 60-111

No Comments

BOARD OF REGISTRATION OF ARCHITECTS

REPORT NO. 60-112

1. Applications on File

REPORTER OF DECISIONS OF THE SUPREME JUDICIAL COURT

REPORT NO. 60-113

No Comments

LABOR RELATIONS COMMISSION

REPORT NO. 60-114

No Comments

STATE RACING COMMISSION

REPORT NO. 60-115

1. Special Daily Double Consolation Pool
2. Unpaid Pari-Mutuel Tickets
3. Racing Association License Fees
4. Agricultural Purposes Fund
5. Distribution of Racing Revenue

CIVIL DEFENSE AGENCY

REPORT NO. 60-116

1. Civil Defense Headquarters and Control Center
2. Inventory of Materials, Supplies and Equipment

CIVIL DEFENSE AGENCY (CONT.)

3. State Employees Loaned from Other Departments
4. Consultants
5. Survival Planning Project, Phase I - Sub-Contract
6. Survival Plan - Phase II
7. Survival Plan - Phase III
8. Technical Operations - Phase III
9. Civil Defense Agency - Cities and Towns Trust Funds
10. Matching Funds
11. Civil Defense Agency - Matching Funds
12. Miscellaneous Trust Funds - Other

BOARD OF REGISTRATION IN VETERINARY MEDICINE

REPORT NO. 60-117

1. Practicing Veterinarians
2. Salary Overpayments

APPELLATE TAX BOARD

REPORT NO. 60-118

1. Transcripts of Testimony - Advance Deposits

WESTFIELD STATE SANATORIUM

REPORT NO. 60-119

1. Materials and Supplies
2. Accounts Receivable - Suspense Accounts

STATE TEACHERS COLLEGE AT WESTFIELD

REPORT NO. 60-120

1. Previous Audit Report
2. Canteen Scholarship Trust Fund

CONNECTICUT RIVER VALLEY FLOOD CONTROL COMMISSION

REPORT NO. 60-121

1. Tax Losses
2. Reimbursements by State of Connecticut to Massachusetts
3. Annual Report by the Commission

THAMES RIVER VALLEY FLOOD CONTROL COMMISSION

REPORT NO. 60-122

1. General

MERRIMACK RIVER VALLEY FLOOD CONTROL COMMISSION

REPORT NO. 60-123

1. General

FOREST FIRE RELIEF BOARD

REPORT NO. 60-124

No Comments

STATE LIBRARY

REPORT NO. 60-125

No Comments

WATER RESOURCES COMMISSION

REPORT NO. 60-126

1. General

DEPARTMENT OF PUBLIC HEALTH

REPORT NO. 60-127

1. Agreement with Red Cross
2. 1959 Fiscal Year Liability not Recorded on Books
3. Southbridge Sewage Treatment Plant Project
4. Furniture and Bedding Inspection Service
5. Cash
6. Bureau of Health Service
7. Tewksbury Hospital

DIVISION OF WATERWAYS IN THE DEPARTMENT OF
PUBLIC WORKS

REPORT NO. 60-128

1. Income Cash Not Deposited
2. Accounts Receivable - Overdue Accounts
3. Suspense Accounts Receivable
4. Reimbursements Due From Federal Government
5. Contributions Due Commonwealth
6. Employees Not Bonded
7. Fund Receipts - Unpaid Checks
8. Refund of Contributions Due Town and County
9. Administration Expenses Charged to Special Capital Outlay Account
10. Award of Contract #2046
11. Breach of Contract #1989
12. Excessive Costs - Contract #1802
13. Method of Operation Altered after Award of Contract #1870
14. Invitation Bid Award, Contract #2039
15. Overpayments on Consultants' Contracts
16. Sale of State Property Made Without Proper Approval
17. Unpaid Reimbursement - Gloucester Fish Pier
18. Pier Office Space Occupied Without Permits
19. Income Due from Dump Permits
20. Payments on Fall River Line Pier Lease Agreement in Arrears
21. State Funds Comingled
22. Accounting Records in Delinquent Condition
23. Waterways Projects Deferred or Abandoned

STATE TEACHERS COLLEGE AT BOSTON

REPORT NO. 60-129

1. Cafeteria
2. Tuition
3. Discounting Procedure
4. Check Lost In Bank Deposit

BOARD OF REGISTRATION OF BARBERS

REPORT NO. 60-130

1. Reconciliation of Income

EMERGENCY FINANCE BOARD

REPORT NO. 60-131

1. General

BOARD OF STATE EXAMINERS OF PROFESSIONAL
ENGINEERS AND LAND SURVEYORS

REPORT NO. 60-132

1. Professional Engineers and Land Surveyors
Certificates
2. Renewal Certificates

DEPARTMENT OF COMMERCE

REPORT NO. 60-133

1. Public Relation Services
2. Transfers Within the Appropriation

SPRINGFIELD RECREATION AUTHORITY

REPORT NO. 60-134

1. Status of Project

DEPARTMENT OF NATURAL RESOURCES

REPORT NO. 60-135

1. State Recreation Areas Fund Assessments
2. Other Assessments
3. Lake Quinsigamond - Development of a
State Park Adjacent to
4. Accounts Receivable
5. Payroll Refunds
6. Classified Payroll - Daily Time Records
7. Payroll Overpayment Due
8. Robinson State Park Fund
9. Contracts
10. Bureau of Recreation - Contracts with
Consultants
11. Federal Nursery Development and Stock
Production Program
12. Liquidated Damages

DIVISION OF YOUTH SERVICE - HAMPDEN COUNTY
DETENTION CENTER

REPORT NO. 60-136

1. Building Project

TREASURER AND RECEIVER - GENERAL

REPORT NO. 60-137

1. Cash
2. Cash and Securities
3. General Fund - Cash
4. Office Cash Counts
5. Deposit of Public Monies
6. Adjustment of Bank Balance
7. Interest Charges - M.T.A. Borrowings
8. Maturing Debt Accounts

TREASURER AND RECEIVER - GENERAL (CONT.)

9. Reserve Bank Deposits and Interest
10. Special Bank Accounts
11. Checks More Than One Year Old
12. Suspense Accounts and Deposits of Receipts
13. Cash Shortages
14. Reconciliation of Bank Accounts
15. Bank Deposits Not Reported
16. Duplicate Payment
17. Suspense Fund Balances
18. Annual Settlement Between Commonwealth and Cities, Towns and Counties
19. Overpayment on Salary Advances
20. Corporation Tax Fund
21. Income Tax Fund
22. Savings Bankbooks in Vault
23. Bonds and Checks on Hand
24. World War II Bonus Division - Overpayments
25. Permanent Financing
26. Temporary Financing
27. Contingent Debt - Housing Bonds and Notes

NEW ENGLAND INTERSTATE WATER POLLUTION CONTROL COMMISSION

REPORT NO. 60-138

1. General

METROPOLITAN TRANSIT AUTHORITY

REPORT NO. 60-139

1. Audit
2. Advisory Board
3. Deficit
 - a) Deficit Analysis
 - b) Interest on Deficit
 - c) Assessment of Deficits
4. Estimated Deficit - Year 1960
5. Revenue
6. Pupils' Tickets
7. General
8. Funded Debt
 - a) Original Debt
 - b) Subway Debt
 - c) New Construction and Off-Street Parking Debt
 - d) Revenue Equipment Debt
9. Highland Branch Extension
10. Stuart Street Subway
11. Depreciation
12. Changes in Positions and Personnel
13. Consultants
14. Executive Payroll
15. Salary Increases for Personnel on Monthly Payroll
16. Weekly Payroll
17. Allocation of Payroll Costs

METROPOLITAN TRANSIT AUTHORITY (CONT.)

18. Sale of Property - Salem Street
Medford
19. Sale of Real Estate - General
20. Advertising Public Relations and
Publicity
21. Insurance
 - a) Injuries and Damages
22. Power
23. Depositories
24. Borrowing Policies
25. Amount Due on Prior Advertising
Concession
26. Passenger Automobiles
27. Office Rental
28. Canceled Bills for Collection
29. Gasoline and Diesel Oil Taxes
30. Reimbursements From Commonwealth of
Massachusetts
31. Snow Removal Equipment

DEPARTMENT OF THE ATTORNEY GENERAL

REPORT NO. 60-140

1. Delinquent Accounts Referred to the
Attorney General for Collection
2. Bonded Employees
3. Division of Public Charities
4. Standard Receipt Books - CB-23

BOSTON METROPOLITAN DISTRICT

REPORT NO. 60-141

1. General
2. Bond Issues
3. Receipts Under Rapid Transit Bond
4. Bond and Note Account

BOARD OF REGISTRATION OF MEDICINE

REPORT NO. 60-142

1. Registrations

LEGISLATIVE RESEARCH BUREAU AND COUNCIL

REPORT NO. 60-143

No Comments

MONSON STATE HOSPITAL

REPORT NO. 60-144

1. Evaluation of Drugs
2. Real Estate
3. Unpaid Checks
4. Canteen Inventories
5. Pharmacy

MASSACHUSETTS CIVIL WAR CENTENNIAL

REPORT NO. 60-145

No Comments

BOARD OF PUBLICATIONS OF MASSACHUSETTS REPORTS

REPORT NO. 60-146

No Comments

LYMAN SCHOOL FOR BOYS

REPORT NO. 60-147

1. Materials and Supplies - Overages and Shortages
2. Miscellaneous Income
3. Inmates' Fund - Old Accounts
4. Inmates' Fund - Old Outstanding Checks
5. Escrow Retirement Fund - Overdue for Transfer to Retirement Board

RUTLAND STATE SANATORIUM

REPORT NO. 60-148

1. Accounts Receivable - Board of Patients
2. High Net Weekly Per Capita Costs
3. Materials and Supplies
4. Rates for Board and Treatment
5. Old Undetermined Cases
6. Vending Machines

DETENTION CENTER - WORCESTER COUNTY

REPORT NO. 60-149

1. Appropriations
2. Meal Tickets

MASSACHUSETTS CORRECTIONAL INSTITUTION AT CONCORD

REPORT NO. 60-150

1. Industries - Compensation for Inmates
2. Accounts Receivable - Industries
3. Furniture Department - Industries
4. New Industry

MASSACHUSETTS CORRECTIONAL INSTITUTION AT WALPOLE

REPORT NO. 60-151

1. Inmate Wages
2. Inmates' Savings Fund - Cash
3. Inmates' Savings Fund - Bonds
4. Inmates' - Per Capita Cost
5. Industry Sales of Registration Plates
6. Industries
7. Canteen Funds - Benefit Payments
8. Canteen Inventory Shortage
9. Drugs and Surgical Instruments

DEPARTMENT OF PUBLIC WELFARE

REPORT NO. 60-152

1. Old Age Assistance - State Share
2. Aid to Dependent Children - State Share
3. Assistance for Totally Disabled Persons
4. Old Age Assistance, Aid to Dependent Children and Assistance for Totally Disabled Persons - State Share - Payments to Cities and Towns

DEPARTMENT OF PUBLIC WELFARE (CONT.)

5. Division of Child Guardianship -
Accounts Receivable
6. Reimbursement for Support of Children
by Individuals
7. Division of Child Guardianship - Funds of
Wards - Whereabouts Unknown
8. Canteen Fund
9. Trustee Accounts - Division of Public
Assistance
10. Advances to Employees
11. Overpayment - Board and Personal Needs
12. Reimbursements - Industrial Accident
Payments
13. Rentals

DEPARTMENT OF PUBLIC UTILITIES -
ADMINISTRATION DIVISION

REPORT NO. 60-153

1. Financial Statements Incorrect
2. Bad Checks Outstanding
3. M.T.A. Passes Issued to Department
Officials and Employees
4. Rents - Cambridge Property
5. Duplicate Charges
6. Incompleted Time Records

DIVISION OF COMMERCIAL MOTOR VEHICLES

REPORT NO. 60-154

1. General

DIVISION OF INVESTIGATION OF SECURITIES

REPORT NO. 60-155

No Comments

DEPARTMENT OF MENTAL HEALTH - SPECIAL CASH AUDIT

REPORT NO. 60-156

No Comments

TEACHERS' RETIREMENT BOARD

REPORT NO. 60-157

1. Confirmations of Payments by Cities and
Towns
2. Records - Microfilm
3. Reimbursements to Cities and Towns
4. New Secretary of the Teachers' Retirement
Board

PONDVILLE HOSPITAL

REPORT NO. 60-158

1. Changes in Officer Personnel
2. Cash Book
3. Accounts Receivable
4. Accounts Receivable Overpayment
5. Materials and Supplies
6. Canteen
7. Patient Weekly Per Capita Cost
8. Drugs and Surgical Instruments

BOARD OF REGISTRATION IN NURSING

REPORT NO. 60-159

1. Cash Book Record of Receipts
2. Renewal Certificates

MASSACHUSETTS CORRECTIONAL INSTITUTION AT
BRIDGEWATER

REPORT NO. 60-160

1. Payroll Bank Account
2. Inmates' Personal and Savings Funds
Individual Accounts
3. Inmates' Fund Cash
4. Patients' Fund Cash
5. Interest on Patients' and Inmates'
Funds Savings Accounts
6. Drug Control
7. Canteen

INDUSTRIAL SCHOOL FOR GIRLS

REPORT NO. 60-161

1. Materials and Supplies
2. Materials and Supplies - Excessive Balances
3. Materials and Supplies - Control Account
4. Materials and Supplies - Adjustment
Requisitions
5. Materials and Supplies - Home Manufactured
Accounts Not Maintained
6. Income on Records, For Which Sales Slips
Were Not Used
7. Financial Reports
8. Farm - Monthly Census Reports
9. Industrial Accident Cases
10. Inmates' Fund - Funds and Balances
Unaccounted For
11. Trust Funds

DEPARTMENT OF EDUCATION - DIVISION OF
YOUTH SERVICE

REPORT NO. 60-162

1. Advances - Male and Female Wards' Trust
Fund - Income
2. Reimbursement for Support of Children
3. Benefits for Wards
4. Pages Missing from Cash Book

DIVISION OF YOUTH SERVICE - RECEPTION AND
DETENTION FACILITIES FOR GIRLS

REPORT NO. 60-163

1. Bookkeeping Records
2. Materials and Supplies

DIVISION OF YOUTH SERVICE - RECEPTION AND
DETENTION FACILITIES FOR BOYS

REPORT NO. 60-164

1. Materials and Supplies
2. General Ledger and Financial Reports

DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION

REPORT NO. 60-165

1. Excess Bank Deposit
2. Telephone Toll Calls
3. Unaccounted for Advance Money
4. Industrial Accident Refunds
5. Inventory Control
6. Control of Materials and Supplies in the
Several Districts
7. Warehouse Security
8. Transits and Theodolites
9. Control Over Small Tools
10. Accounts Receivable Active
11. Suspense Accounts Receivable
12. Reimbursement from the Massachusetts
Turnpike Authority
13. Vending Machines
14. Sale of Steel
15. Sale of Real Estate
16. Rentals - Gasoline Service Stations and
Restaurant Facilities
17. Court Judgments Unpaid
18. Leasing of Parking Areas
19. Equipment Rental Payrolls
20. Overtime Payrolls
21. Monthly Publication
22. Purchase of Helicopter
23. Land Takings
24. Land Damage Cases and Allotments
25. Real Estate Review Board
26. Federal Aid Apportionments
27. Federal Reimbursements for Land Damages
28. Delay on Federal Reimbursements -
Construction Items
29. Organization Study
30. Consulting Engineers
31. Allocation of Funds - Consultants' Fees
32. Highway Design Consultants
33. Consultant Payments - Deputy Commissioner
34. Lump Sum Agreement - Contract No. 8181
35. Additional Services by Consultant Firm
36. Loss From Cancellation of Consultant's
Contract No. 7258
37. Overruns - General
38. Contract No. 7522 - Methuen
39. Contract No. 7746 - Chelmsford
40. Contract No. 7735 - Hingham
41. Contract No. 7549 - Peabody
42. Contract No. 7800 - Lakeville, Taunton
43. Overruns Contract No. 7558 - Middleborough
44. Overruns - Contract No. 7562 - Amherst
and Hadley
45. Contract Costs
46. Unbalanced Bid, Contract No. 8025

DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION
(CONT.)

47. Extra Work Orders
48. Extra Work Order Charges
49. Alteration No. 1 - Contract No. 7734 -
Philipston
50. Contract No. 5992
51. Rejection of Contract Bid
52. Proposal Guaranty
53. Additional Work on Contract No. 5071 -
Fitzgerald Expressway
54. Progress of Contract No. 5974
55. Unnecessary and Unreasonable Delays in the
Completion of Contract Nos. 7310 and 7317
56. Unnecessary and Unreasonable Delays in the
Completion of Contract No. 5664 - Fall River -
Somerset
57. Credits Due Commonwealth on Completed
Contract No. 6320
58. Contractor's Claim for Acceleration of
Work Not Settled on Completed
Contract No. 6340
59. Bond Premium Charges
60. Interest Payments
61. First Bond Issue of \$100,000,000.00 for
an Accelerated Highway Program
62. Second Bond Issue of \$100,000,000.00 for
an Accelerated Highway Program
63. Third Bond Issue of \$200,000,000.00 for
an Accelerated Highway Program
64. Fourth Bond Issue of \$150,000,000.00 for
an Accelerated Highway Program
65. Fifth Bond Issue of \$200,000,000.00 for
an Accelerated Highway Program

INDUSTRIAL SCHOOL FOR BOYS

REPORT NO. 60-166

1. Variances Between Weights Per Receiving
Records and Those Paid for on Invoices
2. Materials and Supplies - Difference in
Gasoline Account
3. Materials and Supplies - Removal of Fuel
Accounts from Stock Ledgers
4. Materials and Supplies - Manufacturing
Accounts - Accounts Not Maintained

INSTITUTE FOR JUVENILE GUIDANCE AT BRIDGEWATER

REPORT NO. 60-167

No Comments

MASSACHUSETTS CORRECTIONAL INSTITUTION AT PLYMOUTH

REPORT NO. 60-168

1. Banking Charges
2. Inmates' Fund Outstanding Balances
3. Welfare Fund
4. Loan Fund - Accounts Receivable
5. Chapel Fund

NEW BEDFORD, WOODS HOLE, MARTHA'S VINEYARD AND
NANTUCKET STEAMSHIP AUTHORITY

REPORT NO. 60-169

1. Results of 1959 Operations
2. Maintenance - Buildings and Structures
3. Floating Equipment
4. Budget for 1960 Year
5. Eminent Domain
6. New Bedford Terminal
7. Segregated Funds - Expenditures
8. Deficiency Assessments
9. Bond Issues
10. Personnel Study
11. Reduction in Operating Costs
12. Payrolls
13. Membership
14. Board Members Expenses
15. Contract Awards and Purchases
16. Pending Suit
17. Annual Report of the Authority

FOXBOROUGH STATE HOSPITAL

REPORT NO. 60-170

1. Admissions and Treatment Building
2. Pharmacy
3. Reimbursement from General Contractor
4. Out-Patient Services
5. New Highway Construction

MASSACHUSETTS HOSPITAL SCHOOL

REPORT NO. 60-171

1. Suspense Accounts Receivable
2. Payroll Approvals
3. Pharmacy

DIVISION OF REGISTRATION IN THE DEPARTMENT OF
CIVIL SERVICE

REPORT NO. 60-172

1. Machine Control Section

MASSACHUSETTS AERONAUTICS COMMISSION

REPORT NO. 60-173

1. Reimbursement to Cities and Towns for
Airport Construction Projects

SERGEANT-AT-ARMS

REPORT NO. 60-174

1. Advance Money

BOARD OF REGISTRATION OF SANITARIANS

REPORT NO. 60-175

No Comments

BOARD OF BAR EXAMINERS

REPORT NO. 60-176

No Comments

BOARD OF REGISTRATION OF ELECTROLOGISTS

REPORT NO. 60-177

1. Renewals

PAUL A DEVER STATE SCHOOL

REPORT NO. 60-178

1. Farm Operations
2. Income from Vending Machines
3. Industrial Accident Cases
4. Receipt Books
5. Drug Control
6. Funds of Patients' on Parole
7. Patients' Savings Bank Books
8. Patients' Trial Balance
9. Patients' Fund Checking Account Balance
10. Agency for Surplus Property

SCHOOL BUILDING ASSISTANCE COMMISSION

REPORT NO. 60-179

1. General
2. Financing
3. Reimbursements to Cities and Towns
4. Maximum Unit Costs
5. Controlling General Ledger Accounts
6. Inactive Accounts

NEW BEDFORD INSTITUTE OF TECHNOLOGY

REPORT NO. 60-180

1. Accounts Receivable
2. Merger of New Bedford Institute of
Technology and Bradford Durfee
College of Technology
3. Tuition
4. Book and Supply Department
5. Scholarships

TRANSIT MUTUAL INSURANCE COMPANY

REPORT NO. 60-181

1. Surplus as Regards Policyholders
2. Liquidation of the Transit Mutual
Insurance Company
3. Surpluses and Dividends Declared

DEPARTMENT OF PUBLIC WORKS - DIVISION OF
PUBLIC BEACHES

REPORT NO. 60-182

1. Parking Fees
2. Assessments
3. Bond Issues
4. Scusset Beach
5. Race Point
6. Horseneck Beach
7. Capital Outlays
8. Transfer to Division of Waterways
9. Records

MOUNT GREYLOCK TRAMWAY AUTHORITY

REPORT NO. 60-183

1. Status of Project
2. Advance by the Commonwealth
3. Expenditures

DIVISION OF CIVIL SERVICE

REPORT NO. 60-184

No Comments

YOUTH FORESTRY CAMP AT BREWSTER

REPORT NO. 60-185

No Comments

RESIDENTIAL TREATMENT UNIT AT OAKDALE

REPORT NO. 60-186

1. Bookkeeping - General
2. Boys' Accounts
3. Bonded Employees

BUREAU OF ACCOUNTS

REPORT NO. 60-187

1. Inventory Overage
2. Assessments for 1959 Calendar Year

MASSACHUSETTS CORRECTIONAL INSTITUTE AT
FRAMINGHAM

REPORT NO. 60-188

1. Materials and Supplies
2. Materials and Supplies - Excessive Balances
3. Materials and Supplies - Excessive
Adjustments
4. Payroll Payments a/c Vacation Advances
5. Sale of Junk
6. Consultant's Fees
7. Pharmacy - Surplus Items
8. Reconciliation of Advance Money
9. Garage Rents Not Charged
10. Quarters Register
11. Industries - Old Checks Outstanding
12. Industries - Unrecorded Check
13. Industries - Accounts Receivable
14. Industries - Suspense Accounts Receivable
15. Industries Losses
16. Goods Sold at Less than Cost
17. Industries - Cost of Catalogue
18. Knitting Industry
19. Industries - Shipment Not Billed
20. Industries - Sale of Rags
21. Inmates' - Day Work
22. Inmates' Fund - Unclaimed Monies
23. Inmates' Bank Books, U.S. Savings Bonds,
Stamps, Etc.
24. Canteen Tickets
25. Cash in the Canteen

HEALTH, WELFARE AND RETIREMENT TRUST FUNDS
BOARD

REPORT NO. 60-189

1. General
2. Liabilities
3. Income

WRENTHAM STATE SCHOOL

REPORT NO. 60-190

1. Refund Due a/c of Industrial Accident
2. Consultant Fees
3. Pharmacy
4. Canteen - Assistant Treasurer not Bonded
5. Patients on Parole
6. Vending Machine Commissions - Canteen
7. Payrolls Not Verified by the Comptroller
8. Sale of Meal Tickets
9. Patients' Savings Accounts in the
National Bank of Wrentham
10. Patients' Funds - Co-operative Bank
Shares
11. Mary Cabot Briggs Fund

BOARD OF REGISTRATION OF REAL ESTATE BROKERS AND
SALESMEN

REPORT NO. 60-191

1. Real Estate Brokers and Salesmen Licenses
2. Application Pending Examinations
3. Refunds
4. Bookkeeping Records
5. Employees Bonded

BOARD OF REGISTRATION OF HAIRDRESSERS

REPORT NO. 60-192

1. Renewals

MEDFIELD STATE HOSPITAL

REPORT NO. 60-193

1. Sales of Meal Tickets - Employees
2. Patients' Funds
3. Payroll Bank Account
4. Cash Bank
5. Materials and Supplies
6. Canteen Benefits for Working Patients
7. Canteen Inventory

SPECIAL COMMISSION ON AUDIT OF STATE NEEDS

REPORT NO. 60-194

1. Status of Commission

MASSACHUSETTS BOARD OF REGIONAL COMMUNITY
COLLEGES

REPORT NO. 60-195

1. Purchase of School Building
2. Bonded Personnel

STATE TEACHERS COLLEGE AT NORTH ADAMS

REPORT NO. 60-196

1. Canteen Concession

DEPARTMENT OF PUBLIC SAFETY

REPORT NO. 60-197

1. State Police at Logan Airport
2. Publishing of Notices of Board Meetings
3. Lease of State-Owned Land
4. Checks Held in the Office
5. Accounts Receivable
6. Bonded Personnel

STATE TEACHERS COLLEGE AT SALEM

REPORT NO. 60-198

1. Change in Name of School
2. Special Appropriations
3. Capital Outlay
4. National Science Foundation
5. Restaurant
6. Bookstore
7. Co-operative Association
8. National Defense Education Student Loan
Fund - Federal

DEPARTMENT OF EDUCATION - DIVISION OF THE BLIND

REPORT NO. 60-199

1. Bank Account - First National Bank
2. Active Accounts Receivable
3. Sales Books, CB17 and Receipts Books, CB23
4. Trust Fund - Investments
5. Cambridge Industries - Inventories
6. Woolson House - Inventories
7. Federal Participation - General
Administration

STATE TEACHERS COLLEGE AT FITCHBURG

REPORT NO. 60-200

1. Lack of Records from which to Check Income
From Transient Board, Conferences,
Dinners, Etc.
2. Materials and Supplies - Lack of Control
3. Cafeteria Contract
4. Luncheonette Facilities in Recreation
Room
5. Commissions on Vending Machines Not
Credited to College Income
6. Stolen Funds
7. Investment of Funds

MASSACHUSETTS MARITIME ACADEMY

REPORT NO. 60-201

1. General Bookkeeping Conditions
2. Sale of Cottages
3. Charges for Rations
4. Minutes of Meetings
5. Wood Memorial Prize Fund
6. Clothing Account Cash Book
7. Overdrawn Clothing Accounts
8. Athletic Fund

ALCOHOLIC BEVERAGES CONTROL COMMISSION

REPORT NO. 60-202

1. Advance Money
2. Pending Items

COMMISSION ON ATOMIC ENERGY

REPORT NO. 60-203

1. Commission Chairman
2. Rent

DIVISION OF EMPLOYMENT SECURITY

REPORT NO. 60-204

1. General
2. Acquisition of Land and Buildings
3. Branch Offices Issuing Benefit Checks
4. Reimbursements of Benefits and
Administrative Costs
5. Restaurant Operation
6. Maintenance Expenses
7. Relation of Employer Contribution to
Benefit Payments

STATE BOARD OF RETIREMENT

REPORT NO. 60-205

1. General
2. General Ledger Accounts - Subsidiary
Ledger Accounts in Delinquent Condition
3. Military Service Credit Fund
4. Annuity Reserve Deficiency Due from the
Commonwealth
5. Annual Statement to Members of the State
Retirement System
6. Annual Financial Statement for Year Ended
December 31, 1959
7. Overpayments and Underpayments of Accident
Disability Pensions
8. Pension Appropriation Account Omitted from
the Board's Budgetary Control Register
9. Outstanding Travel Advance

BRADFORD DURFEE COLLEGE OF TECHNOLOGY

REPORT NO. 60-206

1. Accounts Receivable
2. Tuition
3. Cash Balances in Funds
4. Merger of New Bedford Institute of Technology with the Bradford Durfee College of Technology
5. Puerto Rico Industrial Development Fund
6. Frank S. Stevens Scholarship Fund
7. Bradford Durfee College of Technology Scholarship Fund

MASSACHUSETTS COLLEGE OF ART

REPORT NO. 60-207

1. Trust Funds
2. Marguerite Guilfoyle School of Art Fund
3. Rebecca R. Joslin Scholarship Fund
4. Changing of Name
5. Art School Associates, Inc.
6. National Defense Education Student Loan Fund

MASSACHUSETTS CORRECTIONAL INSTITUTION AT MONROE

REPORT NO. 60-208

No Comments

GREYLOCK RESERVATION COMMISSION

REPORT NO. 60-209

No Comments

BERKSHIRE COMMUNITY COLLEGE

REPORT NO. 60-210

1. School Building
2. Advisory Board
3. Bonded Personnel

HOUSING AUTHORITY AUDITS

SOMERVILLE HOUSING AUTHORITY

REPORT NO. 60-H-1

1. Project 200-C
 - a) Commonwealth Contributions
 - b) Tenants' Accounts Receivable
 - c) Cash Over
 - d) Accounts Receivable
 - e) Security Deposits
 - f) Legal Action Over Allowance for Electric Ranges
 - g) Accounts Payable
2. Project 667-1
 - a) Construction Progress
 - b) Legal Fees
3. General
 - a) Legal Fees Charged Tenants
 - b) Project Visit

CAMBRIDGE HOUSING AUTHORITY

REPORT NO. 60-H-2

1. Project 200-C
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Robbery at the Central Office of the Authority
 - d) Controls and Supervision Over Cash Procedures
 - e) Comparison of Tenants' Accounts Receivable
 - f) Collections by Attorney
 - g) Investment of Reserve Funds
 - h) Materials and Supplies Inventory
 - i) Compensation for Collecting State Income Taxes
 - j) Rental of Central Office Space
 - k) Project Visit
2. Project 667-1
 - a) Housing for the Elderly

LYNN HOUSING AUTHORITY

REPORT NO. 60-H-3

1. Temporary Construction Projects
 - a) Cash Position and Books of Record
2. Project 200-C
 - a) Unaccounted for Funds
 - b) Commonwealth Contributions
 - c) Delinquent Rents
 - d) Reconciliation of Tenants' Security Deposits
 - e) Comparison of Approved Budget with Actual Operations
 - f) Operating Reserve Charges
 - g) Vacancy Losses
 - h) Consolidation of Tenants' Accounts and Unit Number Control

LYNN HOUSING AUTHORITY (Cont.)

3. Project 667-1
 - a) Initial Operating Period
4. Project 667-2
 - a) Initial Operating Period
5. Project 667-3
 - a) Current Status
6. General
 - a) Copies of Bank Deposit Slips
 - b) Project Visits

FITCHBURG HOUSING AUTHORITY

REPORT NO. 60-H-4

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Contested Rental Payments
 - c) Project Visit
2. Project 667-1
 - a) Financing
 - b) Contract for Financial Assistance
 - c) Initial Occupancy Status
 - d) Project Visit

TAUNTON HOUSING AUTHORITY

REPORT NO. 60-H-5

1. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
2. Project 200-1
 - a) Project Visit
3. Project 200-2
 - a) Project Visit
4. Chapter 667 Project
 - a) Housing for the Elderly

BROOKLINE HOUSING AUTHORITY

REPORT NO. 60-H-6

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Budget Overages
2. Project 667-1
 - a) Current Status
3. General
 - a) Project Visits
 - b) Board Members' Compensation

CLINTON HOUSING AUTHORITY

REPORT NO. 60-H-7

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Earned Interest
 - c) Delayed Deposit of Rent Collections
 - d) Working Capital
 - e) Security Deposits
 - f) Expenditures
 - g) Project Visit
2. Project 667-1
 - a) Status of Housing for the Elderly

FALL RIVER HOUSING AUTHORITY

REPORT NO. 60-H-8

1. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Relocation of Buildings Account of
New Highway
 - d) Project Visit
2. Housing for the Elderly
 - a) Current Status

ARLINGTON HOUSING AUTHORITY

REPORT NO. 60-H-9

1. Project 200-C
 - a) Commonwealth Contributions
 - b) Project Visit
 - c) Miscellaneous Income
 - d) Reconciliation of Security Deposits
2. General
 - a) Bonding of Employees
3. Project 667-1
 - a) Progress on the Housing of the
Elderly
 - b) Budget vs. Actual Expenses

STATE HOUSING BOARD

REPORT NO. 60-H-10

1. Responsibility of the State Housing Board
2. Consolidation of Chapter 200 Projects
3. Chapter 200 Projects - Bonds and Notes
Outstanding
4. Chapter 200 Projects - Subsidy Payments
5. Sales of Chapter 200 Projects
6. Housing Authority Bonds Sinking Fund
7. Chapter 372, Section 6, Projects -
Liquidation
8. Temporary Housing for Veterans
9. Liquidation Account - Chapter 200
10. Chapter 667 Projects - Status of Program
11. Chapter 667 Projects - Notes Outstanding
12. Chapter 667 Projects - Subsidy Payments
13. Insurance
14. Amortization of Notes

CHELSEA HOUSING AUTHORITY

REPORT NO. 60-H-11

1. Project 200-C
 - a) Commonwealth Contributions
 - b) Security Deposits
 - c) Budget vs. Actual Operations
 - d) Operating Reserve Charges
 - e) Accounts Payable - Development
2. Project 667-1
 - a) Activity
 - b) Architects' Fees
 - c) Development Costs
3. General
 - a) Authority Membership
 - b) Washing Machines
 - c) Project Visits

GARDNER HOUSING AUTHORITY

REPORT NO. 60-H-12

1. Chapter 200 Projects
 - a) Commonwealth Contributions
 - b) Project Visits
2. Housing for the Elderly
 - a) Current Status

LEOMINSTER HOUSING AUTHORITY

REPORT NO. 60-H-13

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Tenants' Accounts Receivable
 - c) Project Visit
2. Project 667-1
 - a) Contract for Financial Assistance
 - b) Development Status - Initial
Occupancy Period

NATICK HOUSING AUTHORITY

REPORT NO. 60-H-14

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve
 - c) Management Program
 - d) Voided Check
 - e) Discarded Hot Water Heaters
 - f) Project Visit
 - g) Security Deposits
 - h) Tenants' Accounts Receivable
 - i) Payment for Hot Water Heaters
Held Up
 - j) Servicing of Heaters
2. Project 667-1
 - a) Completion Date
 - b) Clerk of the Works
3. General
 - a) Appointment of Executive Director
 - b) Project Office

DEDHAM HOUSING AUTHORITY

REPORT NO. 60-H-15

1. Project 200-C
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Exterior Painting Contract for
Section 200-1
 - e) Reconciliation of Security Deposits
2. Project 667-1
 - a) Overdraft of the Development Fund
Checking Accounts
 - b) Purchase of Hardware
 - c) Purchase of Refrigerators
 - d) Lawsuit Pending Against the Authority
 - e) Accounting Services

DEDHAM HOUSING AUTHORITY (Cont.)

- f. Miscellaneous Income
- g. Community Center
- h. Project Visit
- i. Inflated Development Costs
- 3. Project 667-2
 - a) Proposed Additional Units for the Elderly

NEW BEDFORD HOUSING AUTHORITY

REPORT NO. 60-H-16

- 1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
- 2. Project 200-2
 - a) Debt Service Payment
 - b) Commonwealth Contributions
- 3. Project 200-3
 - a) Debt Service Payment
 - b) Commonwealth Contribution
- 4. Project 667-1
 - a) Commonwealth Contributions
- 5. Local Fund
 - a) Cash Balance
- 6. General
 - a) Project Visit
 - b) Tenants' Accounts Receivable

WATERTOWN HOUSING AUTHORITY

REPORT NO. 60-H-17

- 1. Project 200-3C
 - a) Commonwealth Contributions
 - b) Operating Reserve
 - c) Tenants' Security Deposits
 - d) Forfeited Security Deposits
 - e) Project Office Rent
 - f) Fines and Legal Fees
 - g) Tenants' Accounts Ledgers
 - h) Tenants' Checks Returned for Insufficient Funds
 - i) Over - Income Tenants
 - j) Project Visit
 - k) Replacement of Bathroom and Kitchen Floors
 - l) Suit Against the Authority
- 2. General
 - a) Contract to Executive Director
 - b) Housing for the Elderly

WORCESTER HOUSING AUTHORITY

REPORT NO. 60-H-18

- 1. Project 200-1
 - a) Commonwealth Contributions
 - b) Tenants' Accounts Receivable

WORCESTER HOUSING AUTHORITY (Cont.)

2. Project 200-2
 - a) Commonwealth Contributions
 - b) Tenants' Accounts Receivable
3. Project 667-1
 - a) Commonwealth Contributions
 - b) Temporary Financing - Management Status
 - c) Accounts Payable - Development
 - d) Project Visit

MALDEN HOUSING AUTHORITY

REPORT NO. 60-H-19

1. Chapter 200 Projects
 - a) Commonwealth Contributions
2. Project 667-1
 - a) Commonwealth Contributions
3. Project 667-2
 - a) Development Cost
 - b) Management Status
 - c) Refinancing
4. Project Visits

BROCKTON HOUSING AUTHORITY

REPORT NO. 60-H-20

1. Project 200-C
 - a) Commonwealth Contributions
 - b) Revenue from Issuance of Fourteen Day Notices
 - c) Collections from Tenants Account of Miscellaneous Charges
 - d) Tenant's Payment Not Recorded
 - e) Tenants' Accounts Receivable
 - f) Tenants' Accounts Receivable Subsidiary Ledger
 - g) Project Visit
2. Project 667-1
 - a) Issuance of Notes
 - b) Status of Development Operations
 - c) Project Visit
3. Project 667-1A
 - a) Premium Fund
 - b) Statement of Certificate of Purposes and Cash Requirements
 - c) Project Visit
4. General
 - a) Procedure for Issuing Receipts to the Tenants
 - b) Cash Control
 - c) Services of Public Accountant

EVERETT HOUSING AUTHORITY

REPORT NO. 60-H-21

1. Revolving Fund
 - a) Discontinuation of Fund

EVERETT HOUSING AUTHORITY (Cont.)

2. Project 200-C
 - a) Commonwealth Contribution
 - b) Operating Reserve
 - c) Surplus Account
 - d) Corrective Work
3. Project 667-1
 - a) Contract Retention
 - b) Final Payment to General Contractor
Withheld
 - c) Development Status - Initial
Operating Period
4. Project 667-1A
 - a) Construction Progress
 - b) Development Fund Agreement
5. General
 - a) Project Visit

REVERE HOUSING AUTHORITY

REPORT NO. 60-H-22

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Financial Statements
 - c) Contracts
 - d) Accounts Payable
 - e) Project Visit
2. Project 667-1
 - a) Project Visit
3. Project 667-2

NORWOOD HOUSING AUTHORITY

REPORT NO. 60-H-23

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Appropriation Fund Cash
 - c) Operating Reserve
 - d) Canceled Bonds and Coupons
 - e) Tenants' Accounts Receivable
 - f) Painting Contract Settlement
 - g) Annual Review of Tenants' Income
 - h) Outstanding Check
 - i) Delay in Deposit of Rental Collections
 - j) Security Deposits
 - k) Project Visit
2. Project 667-1
 - a) Current Status

SALEM HOUSING AUTHORITY

REPORT NO. 60-H-24

1. Chapter 372 Project
 - a) Current Status of Remaining Units
 - b) Insurance
 - c) Development Costs - Permanent Units
 - 4) Project Surpluses

SALEM HOUSING AUTHORITY (Cont.)

2. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Security Deposits
 - d) Sale of Electrical Distribution System
 - e) Tenants' Accounts Receivable
 - f) Income on Investments
 - g) Cash Balance
 - h) General Ledger Balances
3. Project 667-1
 - a) Development Costs
 - b) Contract for Financial Assistance
 - c) Development Status - Initial Operating Period
 - d) Bid Deposits
4. General
 - a) Project Visits

WALTHAM HOUSING AUTHORITY

REPORT NO. 60-H-25

1. Project 200-C
 - a) Commonwealth Contribution
2. Project 667-1
 - a) Commonwealth Contribution
 - b) Payment in Lieu of Taxes
3. Project 667-2
 - a) Initial Occupancy
4. General
 - a) Project Visits - All Projects
 - b) Miscellaneous Charges to Tenants

MIDDLEBOROUGH HOUSING AUTHORITY

REPORT NO. 60-H-26

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Interest on Savings Accounts
 - d) Project Visit
2. Project 667-1
 - a) Current Status

WEST SPRINGFIELD HOUSING AUTHORITY

REPORT NO. 60-H-27

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Miscellaneous Charges
 - e) Combination Doors
2. Project 667-1
 - a) Status of Project
 - b) Delay of Project over Architect Selection

PEABODY HOUSING AUTHORITY

REPORT NO. 60-H-28

1. Project 200-C
 - a) Commonwealth Contributions
 - b) Tenants' Security Deposits
 - c) Tenants' Income Review
2. Project 667-1
 - a) Commonwealth Contribution
 - b) Accounts Payable - Development
3. Project 667-2
 - a) Development
4. General
 - a) Cash Balances
 - b) Project Visits

WESTBOROUGH HOUSING AUTHORITY

REPORT NO. 60-H-29

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Project Visit
2. Housing for the Elderly
 - a) General

AGAWAM HOUSING AUTHORITY

REPORT NO. 60-H-30

1. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Accounts Receivable - Tenants
 - e) Tenants' Income Verification
 - f) Operating Reserve Charges
2. Project 667-1
 - a) Status of Project
 - b) Delay of Project over Architect Selection

QUINCY HOUSING AUTHORITY

REPORT NO. 60-H-31

1. Revolving Fund
 - a) Advance from Federal Project 20-1
2. Temporary Construction Project
 - a) Status
3. Chapter 372 Project
 - a) Status
 - b) Payments Made to the City of Quincy
4. Project 200-1
 - a) Commonwealth Contributions
 - b) Contract Retention Forfeited
 - c) Canceled Bonds and Coupons Not Checked
5. Project 667-1
 - a) Development Status - Initial Operating Period
 - b) Administration Fund
 - c) Fire Detection System
6. General
 - a) Burglary
 - b) Project Visit

HOLYOKE HOUSING AUTHORITY

REPORT NO. 60-H-32

1. Project 200-1
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Tenants' Accounts Receivable
 - e) Debt Service Reserve
 - f) Admission and Occupancy Limits
2. Project 667-1
 - a) Debt Service Requirement
 - b) Project Visit
 - c) Commonwealth Contribution
 - d) Payment in Lieu of Taxes
3. Project 667-2
 - a) Status of Project
 - b) Management Program
 - c) Certificate of Purposes and Cash Requirements
4. General
 - a) Contract with Attorney
 - b) Compensation to Authority Members
 - c) Checksigner

STONEHAM HOUSING AUTHORITY

REPORT NO. 60-H-33

1. Chapter 200 Projects
 - a) Commonwealth Contribution
2. Project 200-C
 - a) Consolidation of Chapter 200 Projects
3. Project 667-1
4. General
 - a) Operating Reserve Charges, All Projects
 - b) Delayed Deposits
 - c) Annual Income Review
 - d) Project Visit

ATTLEBORO HOUSING AUTHORITY

REPORT NO. 60-H-34

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Security Deposits
 - c) Administration Fund Cash
 - d) Project Visit
2. Chapter 667 Project

NAHANT HOUSING AUTHORITY

REPORT NO. 60-H-35

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Cash on Hand
 - d) Investments - Savings Account
 - e) Funds for Investment
 - f) Operating Reserve
 - g) General
 - h) Project Visit

BEVERLY HOUSING AUTHORITY

REPORT NO. 60-H-36

1. General
 - a) Insurance Expense
 - b) Refunds of Tenants' Rents
2. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Bonds Retired
 - d) Accounts Receivable Sundry
3. Project 667-1
 - a) Commonwealth Contributions
 - b) Operating Reserve
4. Project 667-2
 - a) Management Status
 - b) Analysis of Development Costs
 - c) Advance to Revolving Fund
5. Project 667-3
 - a) Current Status
6. General
 - a) Appropriation Fund
 - b) Visit to the Projects

NORTH ATTLEBOROUGH HOUSING AUTHORITY

REPORT NO. 60-H-37

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contribution
 - c) Certificate of Completion
 - d) Project Visit
 - e) Accounts Payable - Development
 - f) Board Members' Compensation
2. Housing for the Elderly
 - a) Current Status

NORTHBRIDGE HOUSING AUTHORITY

REPORT NO. 60-H-38

1. Project 200-1
 - a) Commonwealth Contribution
 - b) Project Visit
 - c) V-Vent Installation
 - d) Transfer of Expense to Operating Reserve
 - e) Re-examination of Tenants' Income
2. Project 667-1
 - a) State Financial Assistance
 - b) Contracts for Construction of Elderly Projects
 - c) Status of Housing for the Elderly

MILFORD HOUSING AUTHORITY

REPORT NO. 60-H-39

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Rents
2. Project 667-1
 - a) Development Cost
 - b) Temporary Financing
 - c) Completion of Community Building

MILFORD HOUSING AUTHORITY (Cont.)

3. Project 667-2 - Proposed Construction
 - a) Temporary Financing
 - b) Contract for Financial Assistance
 - c) Construction Contract

WALPOLE HOUSING AUTHORITY

REPORT NO. 60-H-40

1. Appropriation Fund
 - a) Status
2. Project 200-1
 - a) Commonwealth Contributions
 - b) Investment of Funds
 - c) Operating Reserve Above Maximum
 - d) Cesspool Difficulties
 - e) Canceled Bonds and Coupons Not Checked
 - f) State Withholding Tax
 - g) Project Visit
3. General
 - a) Housing for the Elderly Project

WOBURN HOUSING AUTHORITY

REPORT NO. 60-H-41

1. Project 200-C
 - a) Commonwealth Contribution
 - b) Operating Reserve Charges
 - c) Security Deposits
 - d) Accounts Payable - Development
 - e) Utilities Charged to Tenants
 - f) Retirement System
 - g) Project Visit
2. General
 - a) Housing for the Elderly

PLYMOUTH HOUSING AUTHORITY

REPORT NO. 60-H-42

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
2. Housing for the Elderly
 - a) Current Status

ANDOVER HOUSING AUTHORITY

REPORT NO. 60-H-43

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Contributions to Pensions
 - c) Security Deposits
2. Project 667-1
 - a) Contract for Financial Assistance
 - b) Development Costs
 - c) Initial Occupancy
 - d) Books of Account
 - e) Project Visit

STOUGHTON HOUSING AUTHORITY

REPORT NO. 60-H-44

1. Project 200-2
 - a) Commonwealth Contributions
 - b) Excess Funds in Administration Account
 - c) Window Breakage Not Charged to Tenants
 - d) Project Visit
2. Housing for the Elderly
 - a) Current Status

MEDFORD HOUSING AUTHORITY

REPORT NO. 60-H-45

1. Appropriated Fund
2. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Miscellaneous Income
 - d) Unit Vacancies
 - e) Project Visit
3. Project 667-1
 - a) Housing for the Elderly

CANTON HOUSING AUTHORITY

REPORT NO. 60-H-46

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Accounts Receivable - Sundry
 - c) Overstatement of Quarterly
Administration Fund Balance
 - d) Sale of Authority Land
 - e) Prolonged Vacancies Due to
Drainage Problem
 - f) Project Visit
2. Housing for the Elderly
 - a) Current Status

WEYMOUTH HOUSING AUTHORITY

REPORT NO. 60-H-47

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Proposed Sale of Electric and Gas
Distribution Systems
 - c) Security Deposit Account Understated
 - d) Outstanding Check
 - e) Project Visit
2. Housing for the Elderly
 - a) Current Status

WESTFIELD HOUSING AUTHORITY

REPORT NO. 60-H-48

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Operating Reserve
 - e) Tenants' Income Survey
 - f) Debt Service Trust Fund
2. Project 667-1
 - a) Status of Project

IPSWICH HOUSING AUTHORITY

REPORT NO. 60-H-49

1. Temporary Construction Project
 - a) Results of Operations for 1959
2. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve Charges
3. Project 667-1
 - a) Commonwealth Contribution
 - b) Account Payable Development
 - c) Accounts Payable Administration
 - d) Utility Charges to Tenants
 - e) Tenants' Accounts Receivable
4. General
 - a) Project Visit

BELMONT HOUSING AUTHORITY

REPORT NO. 60-H-50

1. Project 200-1
 - a) General
 - b) Tenants' Security Deposits
 - c) Operating Reserve Charges
 - d) Cash Disbursements
2. General
 - a) Housing for the Elderly
 - b) Project Visit

MANSFIELD HOUSING AUTHORITY

REPORT NO. 60-H-51

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
2. Project 667-1
 - a) Completion of Project
 - b) Project Visit
3. General
 - a) Meetings of Blackstone Valley Association, Housing Officials

MATTAPOISETT HOUSING AUTHORITY

REPORT NO. 60-H-52

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Operating Reserve
2. General
 - a) Housing for the Elderly

HULL HOUSING AUTHORITY

REPORT NO. 60-H-53

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve Balance Above Maximum
 - c) Project Visit
2. Housing for the Elderly
 - a) Current Status

FRANKLIN HOUSING AUTHORITY

REPORT NO. 60-H-54

1. Project 200-1
 - a) Commonwealth Contribution
 - b) Annual Review of Tenants' Income
 - c) Bids on Aluminum Combination Windows
 - d) Project Visits
2. Project 667-1
 - a) Sale of Second Series Notes
 - b) State Financial Assistance
 - c) Initial Operating Period
 - d) Insurance
 - e) Project Visit

NEWBURYPORT HOUSING AUTHORITY

REPORT NO. 60-H-55

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Insurance Expense
 - d) Tenants' Security Deposits
 - e) Rent Refunds
 - f) Excessive Cash Balance
 - g) Project Visit
2. Housing for Elderly Persons of Low Income
 - a) Current Status

BOSTON HOUSING AUTHORITY

REPORT NO. 60-H-56

1. General
 - a) Commonwealth Contribution
 - b) Disposition of Surplus
 - c) Vacancy Losses
 - d) Charge-off of Tenants' Accounts Receivable
 - e) Capital Improvements
 - f) Board Members' Compensation
 - g) Compensation and Expenses of Board Members
 - h) Payment in Lieu of Taxes
2. Project 200-C
 - a) Delinquent Tenants' Accounts
 - b) Recording of Checks
 - c) Visits to Projects
3. Housing for the Elderly
 - a) Present Status

MARLBOROUGH HOUSING AUTHORITY

REPORT NO. 60-H-57

1. General
2. Project 667-1
 - a) Current Status of Project
 - b) Sale of First Series Temporary Notes
 - c) Contract for Architectural Services

NEEDHAM HOUSING AUTHORITY

REPORT NO. 60-H-58

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Project Financing
2. Project 667-1
 - a) Temporary Financing
 - b) Contract for Financial Assistance
 - c) Certificates of Completion
 - d) Initial Occupancy
3. General
 - a) Project Visit
 - b) Additional Housing for the Elderly

UXBRIDGE HOUSING AUTHORITY

REPORT NO. 60-H-59

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Verification of Tenants' Income
 - c) Project Visit
2. Housing for the Elderly
 - a) Contract for Financial Assistance
 - b) Temporary Financing
 - c) Contract Awards
 - d) Status of Housing for the Elderly

FRAMINGHAM HOUSING AUTHORITY

REPORT NO. 60-H-60

1. Temporary Construction Project
 - a) Surplus Payments to Town of Framingham
2. Chapter 372 Project
 - a) Transfer to Town of Framingham
 - b) Net Project Income
3. Project 200-C
 - a) Commonwealth Contributions
 - b) Contract for Financial Assistance
 - c) Administration Fund - Excessive Cash
Balance in Checking Account
4. Project 667-1
 - a) Disposition of Net Project Income
 - b) Commonwealth Contribution
 - c) Temporary Financing
 - d) Excessive Operating Reserve Account
Balance
 - e) Accounts Payable Development Account
5. General
 - a) Tenants' Accounts Receivable
 - b) Services of Outside Accountant
 - c) Project Visit

FALMOUTH HOUSING AUTHORITY

REPORT NO. 60-H-61

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Repairs to Project
 - d) Miscellaneous Charges to Tenant
 - e) Project Visit

FALMOUTH HOUSING AUTHORITY (Cont.)

2. Project 667-1
 - a) Commonwealth Contribution
 - b) Project Visit
3. Project 667-2
 - a) Delay in Architect's Selection

BARNSTABLE HOUSING AUTHORITY

REPORT NO. 60-H-62

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Tenants' Accounts Receivable
 - d) Project Visit
 - e) Expenditures for Repairs and Maintenance
2. Housing for the Elderly
 - a) General

GLOUCESTER HOUSING AUTHORITY

REPORT NO. 60-H-63

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve Charges
 - c) Operating Reserve Accruals
 - d) Suit Over Contract Award for Storm Windows
 - e) Hot Water Heater Replacements
2. Project 667-1
 - a) Development Status - Initial Operating Period
 - b) Development Costs
 - c) Contractor's Claim
3. General
 - a) Project Visits
 - b) Project 667-2

DALTON HOUSING AUTHORITY

REPORT NO. 60-H-64

1. Project 200-1
 - a) Debt Service Requirement
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Insurance Expense
 - e) Operating Reserve
2. Project 200-2
 - a) Debt Service Payments
 - b) Commonwealth Contribution
 - c) Project Visit
3. General
 - a) Consolidation of Projects

NORTHAMPTON HOUSING AUTHORITY

REPORT NO. 60-H-65

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Compensation to Authority Members
 - d) Project Visit
 - e) Equipment and Repairs

NORTHAMPTON HOUSING AUTHORITY (Cont.)

2. Housing for the Elderly
 - a) Status of Project

BRAINTREE HOUSING AUTHORITY

REPORT NO. 60-H-66

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Sale of Houses
 - c) Housing Authority Bonds Sinking Fund
 - d) Earnings on Money Deposited with State Treasurer
 - e) Authority's Financial Position
 - f) Revenue Stamps
 - g) Sale of Land
 - h) Bank Dividend Checks Not Handled Through Cash Book
 - i) Project Visit
2. Housing for the Elderly
 - a) Current Status

SCITUATE HOUSING AUTHORITY

REPORT NO. 60-H-67

1. Project 667-1
 - a) Present Status
 - b) Town Reimbursed for Initial Expenses
 - c) Development Costs

SPRINGFIELD HOUSING AUTHORITY

REPORT NO. 60-H-68

1. Veterans' Temporary Housing Projects
 - a) Status of Project
2. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Uncollectible Accounts Receivable
 - e) Compensation to Authority Members
3. Project 667-1
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Project Visit
4. Project 667-2
 - a) Status of Project

LOWELL HOUSING AUTHORITY

REPORT NO. 60-H-69

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contribution
 - c) Tenants' Accounts Receivable
 - d) Tenants' Accounts Written Off
 - e) Charges to Operating Reserve
 - f) Accounts Payable Development
 - g) Board Members' Fees
 - h) Accounts Receivable - Sundry
 - i) Administration Fund Cash
 - j) Security Deposit Fund

LOWELL HOUSING AUTHORITY (Cont.)

- k) Vacancy Losses
 - l) Check of Contracts Awarded
- 2. Project 667-1
 - a) Vacancy Losses
 - b) Initial Operating Period
 - c) Surplus Cash
 - d) Check of Insurance Coverage
- 3. General
 - a) Revolving Fund
 - b) Visits to the Projects

WELLESLEY HOUSING AUTHORITY

REPORT NO. 60-H-70

- 1. Capital Account
 - a) Grant by the Town of Wellesley
- 2. Temporary Construction Project
 - a) Final Accounting
- 3. Project 200-1
 - a) Commonwealth Contributions
 - b) Electricity Charges to Tenants
 - c) Comparison of Budget with Actual Expenditures
 - d) Accounts Receivable, Sundry
 - e) Operating Reserve
- 4. Project 667-1
 - a) Development Status - Initial Operating Period
 - b) Development Costs
- 5. General
 - a) Project Visits

CHICOPEE HOUSING AUTHORITY

REPORT NO. 60-H-71

- 1. Temporary Construction Project
 - a) Status of Project
- 2. Veterans' Temporary Housing
 - a) Status of Project
 - b) Tenants' Accounts Receivable
- 3. Project 200-1
 - a) Debt Service Requirement
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Tenants' Accounts Receivable
 - e) Investment of Surplus Fund
- 4. Project 667-1
 - a) Status of Project
 - b) Project Visit
- 5. Project 667-2
 - a) Status of Project
- 6. General
 - a) Compensation to Authority Members

MILLBURY HOUSING AUTHORITY

REPORT NO. 60-H-72

- 1. Project 200-1
 - a) Commonwealth Contributions
 - b) Financing
- 2. Project 667-1
 - a) Financing

MILLBURY HOUSING AUTHORITY (Cont.)

- b) Contract for Financial Assistance
- c) General Contract
- d) Status of Project
- e) Protested Change Order
- 3. General
 - a) Project Visits

HAVERHILL HOUSING AUTHORITY

REPORT NO. 60-H-73

- 1. Project 200-C
 - a) Debt Service Payment
 - b) Commonwealth Contributions
 - c) Tenants' Accounts Receivable
 - d) Tenants' Security Deposits
 - e) Insurance
 - f) Income on Investments
 - g) Operating Reserve
 - h) Payment in Lieu of Taxes
 - i) Deficit from Operations
- 2. Project 667-1
 - a) Development Costs
 - b) Completion of Project
- 3. General
 - a) Project Visits

WILMINGTON HOUSING AUTHORITY

REPORT NO. 60-H-74

- 1. Project 200-1
 - a) Commonwealth Contributions
 - b) Security Deposits
 - c) Operating Reserve
 - d) Payment in Lieu of Taxes
 - e) Investments
- 2. Project 667-1
 - a) Contract for Financial Assistance
 - b) Development Cost
 - c) Construction Contract
 - d) Recreation Center
 - e) Incompleted Contracts
- 3. General
 - a) Authority Members
 - b) Visit to the Projects

LAWRENCE HOUSING AUTHORITY

REPORT NO. 60-H-75

- 1. Project 200-C
 - a) Commonwealth Contributions
 - b) Consolidation of Chapter 200 Projects
 - c) Operating Reserve
 - d) Operating Reserve Charges
 - e) Delinquent Rents and Collection Losses
- 2. General
 - a) Housing for the Elderly
 - b) Visit to the Projects

NORTH ADAMS HOUSING AUTHORITY

REPORT NO. 60-H-76

- 1. Project 200-1
 - a) Debt Service Payments
 - b) Commonwealth Contributions

NORTH ADAMS HOUSING AUTHORITY (Cont.)

- c) Investment of Surplus Cash
- d) Operating Reserve
- e) Financial Records
- f) Rental Income Limits
- g) Tenants' Rental Income Survey
- h) Repairs, Maintenance and Replacements
- i) Minutes of Meetings
- j) Project Visit
- 2. General
 - a) Housing for the Elderly

AMHERST HOUSING AUTHORITY

REPORT NO. 60-H-77

- 1. Project 667-1
 - a) Status of Project

METHUEN HOUSING AUTHORITY

REPORT NO. 60-H-78

- 1. Project 200-1
 - a) Commonwealth Contribution
 - b) Accounts Payable - Development
 - c) Cash in Bank and Investments
 - d) Operating Reserve
 - e) Operating Reserve Charges
 - f) Cash on Hand
- 2. Project 667-1
 - a) Project Completion
 - b) Development Cost
 - c) Operations
- 3. General
 - a) Project 667-2
 - b) Project Visits

WEBSTER HOUSING AUTHORITY

REPORT NO. 60-H-79

- 1. Project 200-1
 - a) Commonwealth Contribution
 - b) Sales of Electric Utilities
 - c) Appointment of Servicing Broker
 - d) Re-examination of Tenants' Rents
 - e) Project Visit
- 2. Project 667-1
 - a) Housing for the Elderly

GRAFTON HOUSING AUTHORITY

REPORT NO. 60-H-80

- 1. Project 200-1
 - a) Commonwealth Contribution
 - b) Operating Reserve
 - c) Project Visit
- 2. Project 667-1
 - a) Housing for the Elderly

ATHOL HOUSING AUTHORITY

REPORT NO. 60-H-81

- 1. Project 200-1
 - a) Commonwealth Contribution
 - b) Review of Tenants' Income

ATHOL HOUSING AUTHORITY (Cont.)

2. Project 667-1
 - a) Project Refinancing
 - b) Status of Housing for the Elderly Project
 - c) Drainage Work
3. General
 - a) Project Inventory
 - b) Project Visits

SWAMPSCOTT HOUSING AUTHORITY

REPORT NO. 60-H-82

1. Project 200-1
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Operating Reserve
 - d) Board Members' Compensation
 - e) Cash Balance
 - f) Project Visit
2. Project 667-1
 - a) Development Status

SOUTH HADLEY HOUSING AUTHORITY

REPORT NO. 60-H-83

1. Project 667-1
 - a) Management Resolution
 - b) Status of Project
 - c) Change Orders

EASTHAMPTON HOUSING AUTHORITY

REPORT NO. 60-H-84

1. Project 200-1
 - a) Debt Service Requirements
 - b) Commonwealth Contributions
 - c) Contribution to Pension Fund
 - d) Project Visit
 - e) Accounts Receivable
2. Project 667-1
 - a) Status of Project
 - b) Project Visit

PITTSFIELD HOUSING AUTHORITY

REPORT NO. 60-H-85

1. Project 200-1
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Tenants' Rental Computations
2. Project 667-1
 - a) Status of Project
3. General
 - a) Compensation to Members

GREENFIELD HOUSING AUTHORITY

REPORT NO. 60-H-86

1. Project 200-1
 - a) Debt Service Requirement
 - b) Commonwealth Contributions
 - c) Project Visit
 - d) Security Deposit Fund
 - e) Miscellaneous Tenants Charges

MONTAGUE HOUSING AUTHORITY

REPORT NO. 60-H-87

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contribution
 - c) Project Visit
 - d) Average Monthly Dwelling Rent
 - e) Operating Reserve
2. Project 667-1

NORTH ANDOVER HOUSING AUTHORITY

REPORT NO. 60-H-88

1. Project 200-1
 - a) Debt Service Payment
 - b) Commonwealth Contribution
 - c) Cash
 - d) Operating Reserve
 - e) Tenants' Accounts
 - f) Commonwealth Contribution and Contribution Reduction
 - g) Project Visit
2. Project 667-1
 - a) General
 - b) Accrued Interest on Notes

MARBLEHEAD HOUSING AUTHORITY

REPORT NO. 60-H-89

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve
2. Project 200-2
 - a) Commonwealth Contributions
 - b) Operating Reserve
 - c) Accounts Payable - Development
3. Project 667-1
 - a) Initial Occupancy
 - b) Development Cost
4. General
 - a) Authority Membership
 - b) Tenants' Accounts Receivable
 - c) Consolidation of Chapter 200 Projects
 - d) Project Visits

AMESBURY HOUSING AUTHORITY

REPORT NO. 60-H-90

1. Project 200-1
 - a) Debt Service Payments
 - b) Commonwealth Contributions
 - c) Tenants' Security Deposits

AMESBURY HOUSING AUTHORITY (Cont.)

2. Project 667-1
 - a) Initial Operating Period
3. General
 - a) Project Visits

DANVERS HOUSING AUTHORITY

REPORT NO. 60-H-91

1. Development Status - Initial Operating Period
2. Insurance
3. Project Surplus
4. Project Visit

ROCKPORT HOUSING AUTHORITY

REPORT NO. 60-H-92

1. Debt Service Payment
2. Commonwealth Contributions
3. Delays in Making Bank Deposits
4. Administration Fund Cash Balance
5. Income on Savings Account
6. Charges to Operating Reserve
7. Tenants' Accounts Receivable
8. Tenants' Security Deposits
9. Tenants' Leases
10. Utility Charges
11. Project Visit

BEDFORD HOUSING AUTHORITY

REPORT NO. 60-H-93

1. Debt Service Payment
2. Commonwealth Contributions
3. Operating Reserve
4. Income on Savings Account
5. Project Visit
6. Housing for the Elderly

WINTHROP HOUSING AUTHORITY

REPORT NO. 60-H-94

1. Project 200-1
 - a) Commonwealth Contributions
 - b) Operating Reserve
 - c) Drainage Contract
 - d) Administration Fund Balance
2. Housing for the Elderly
 - a) Project Authorized
3. General
 - a) Project Visit

LANCASTER HOUSING AUTHORITY

REPORT NO. 60-H-95

1. Housing for the Elderly
 - a) Contract for Financial Assistance
 - b) Temporary Financing
 - c) Contract Awards
 - d) Investment of Funds
 - e) Status of Housing for the Elderly

